

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

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar (via Zoom), Kennington, and Maffei
 Staff: Duane Lawrence, Chief Administrative Officer
 Jeffrey Cadman, Director of Finance
 Rick Geddes, Fire Chief
 Abby Fortune, Director of Community Services
 James MacIntosh, Director of Engineering Services
 John Towgood, Municipal Planner
 Anneliese Neweduk, Planner
 Nancy Owen, Executive Assistant

Regrets:

1. CALL TO ORDER

The July 30, 2024, 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.

1.3 THE DISTRICT OF UCLUELET FIRE RESCUE DEPARTMENT RECOGNITION

The Mayor and Fire Chief recognized Deputy Chief Marc Fortune's 25 years of service on the Ucluelet Fire Rescue Department by presenting him with a Certificate of Appreciation.

2. LATE ITEMS

There were no late items.

3. APPROVAL OF THE AGENDA

3.1 July 30, 2024, Regular Council Meeting

2024.2240.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the July 30, 2024, Regular Council Meeting be adopted as presented.
CARRIED.

4. ADOPTION OF MINUTES

4.1 June 25, 2024 Regular Council Meeting Minutes

2024.2241.REGULAR *IT WAS MOVED AND SECONDED:*
THAT the June 25, 2024, Regular Council Meeting Minutes be adopted as presented.
CARRIED.

4.2 July 4, 2024 Special Committee of the Whole Meeting Minutes

2024.2242.REGULAR *IT WAS MOVED AND SECONDED:*
THAT the July 4, 2024 Special Committee of the Whole Meeting Minutes be adopted as presented.
CARRIED.

4.3 July 9, 2024 Regular Council Meeting Minutes

Council noted an error on page 9 of the July 9, 2024 Regular Council Meeting Minutes, and clarified that no dividend is expected from the Barkley Community Forest Corporation in 2025.

2024.2243.REGULAR *IT WAS MOVED AND SECONDED:*
THAT the July 9, 2024, Regular Council Meeting Minutes be adopted as amended.
CARRIED.

5. PUBLIC INPUT & DELEGATIONS

5.1 Delegations

Paul Rosenau, EKISTICS Town Planning Inc.
Re: Lot 543 Helen Road Proposal Update

The delegate provided details about the proposed development at lot 543 Helen Road including information received at the developer's public information meeting held on July 29th.

In response to Council's questions, the delegate confirmed:

- that the secondary suites planned for some of the units would provide affordability to the homeowners and that they are open to suggestions from Staff to ensure that these rental units are used as intended;
- that the development site can support a rental apartment building; and
- that they are working with consultants to resolve the odor

problem in the lagoon.

Samantha Hackett and Carrie Ho, West Coast Multiplex Society

Re: Project Update and Request of Support Letter

The delegate outlined their plans to construct the West Coast Multiplex and the inclusion of a High-Performance Surf Center. The delegate requested a letter of support from Council for this initiative in order to pursue funding.

2024.2244.REGULAR

IT WAS MOVED AND SECONDED:

***THAT** Council issue a letter of support to the West Coast Multiplex Society in pursuit of funding to realize their vision of the Multiplex and High-Performance Surf Center at Long Beach.*

CARRIED.

6. UNFINISHED BUSINESS

There was no unfinished business.

7. BYLAWS

7.1 Five-Year Financial Plan Amendment Bylaw No. 1349, 2024
Jeffrey Cadman, Director of Finance

Mr. Cadman presented this report.

2024.2245.REGULAR

IT WAS MOVED AND SECONDED:

***THAT** Council adopt District of Ucluelet 2024–2028 Financial Plan Amendment Bylaw No. 1349, 2024.*

CARRIED.

7.2 District of Ucluelet Development Application Procedure Bylaw No. 1350, 2024

Joseph Rotenberg, Manager of Corporate Services

Mr. Duane Lawrence, Chief Administrative Officer, presented this report.

In response to Council's question, Staff noted they will report back to Council to confirm why Section 4 (1) of Bylaw No. 1350 requires a 'unanimous vote' rather than a 'majority vote'.

2024.2246.REGULAR

IT WAS MOVED AND SECONDED:

***THAT** Council adopt District of Ucluelet Development Application Procedures Bylaw No. 1350, 2024.*

CARRIED.

7.3 Records Management Bylaw Update

Joseph Rotenberg, Manager of Corporate Services

Mr. Lawrence, Chief Administrative Officer, presented this report.

2024.2247.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Records Management Bylaw No. 1353, 2024, be introduced, and given first, second and third reading.

CARRIED.

7.4 Zoning Amendment for 2102 Peninsula Road
Anneliese Neweduk, Planner

Councillor Kennington declared a conflict of interest with agenda items 7.4 and 8.1, as he is the development consultant working on the project at 2102 Peninsula Road, and recused himself. Councillor Kennington left the meeting at 5:05 PM.

Ms. Neweduk presented this report.

In response to Council's questions, Ms. Neweduk confirmed the protection of trees and environment near the stream is addressed in the Development Permit DP23-09, and that there should be no encroachment onto the neighbouring property.

2024.2248.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council give first, second, and third reading to District of Ucluelet Zoning Amendment Bylaw No. 1343, 2024.

CARRIED.

2024.2249.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council adopt the District of Ucluelet Zoning Amendment Bylaw No. 1343, 2024.

CARRIED.

8. REPORTS

8.1 Development Permit for 2102 Peninsula Road
Anneliese Neweduk, Planner

Ms. Neweduk presented this report.

The applicant was provided an opportunity to present. The applicant did not present.

2024.2250.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council authorize the Director of Community Planning to execute and issue Development Permit DP23-09.

CARRIED.

8.2 Notice of Land Disposition Lease Agreement Wild Pacific Trail

Society

Abby Fortune, Director of Community Services

Councillor Kennington reentered the meeting at 5:14 PM, after Council dealt with items 7.4 and 8.1.

Councillor Maftei declared a conflict of interest arising from his role as Executive Director of the Raincoast Education Society and recused himself. He left the meeting at 5:15 PM.

Ms. Fortune presented this report.

In response to Council questions, Staff confirmed that the low lease rate is due to the staffing support the Society will provide for daily operation of the space from 9am-4pm, and that evening rental of the space will be available and coordinated through the Recreation Department.

2024.2251.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council authorize staff to issue a public Notice of Property Disposition for a portion of the lands having the PID 030104009 and legal description Block B, District Lot 1517, Clayoquot Land District, & District Lot 1507 and more commonly referred to as Amphitrite House, lease area, by way of lease to the Wild Pacific Trail Society, for a term of 4 years, and lease fee for the entire term of \$5,232.17, including tax.

CARRIED.

2024.2252.REGULAR *IT WAS MOVED AND SECONDED:*

THAT, upon completion of the notice of disposition process, Council authorize the Director of Community Services to execute a four-year lease agreement with the Wild Pacific Trail Society for the lease area of the Amphitrite House.

CARRIED.

9. NOTICE OF MOTION

Councillor Maftei returned to the meeting at 5:21 PM, after Council dealt with item 8.2.

Councillor Maftei requested that Council discuss the Bay Street and Peninsula Road four-way stop, at the next council meeting.

10. CORRESPONDENCE

**10.1 Supporting Living Organ Donation by Municipal Employees
*Pia Schindler, Executive Director, the Kidney Foundation, BC & Yukon Branch***

Council discussed their support of the Kidney Foundation of Canada's

Living Donor Circle of Excellence program.

2024.2253.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** Council direct Staff to prepare a report outlining the implications of joining the Kidney Foundation of Canada's Living Donor Circle of Excellence program.*

CARRIED.

10.2 Invitation to Meet with the Health Authorities of British Columbia during UBCM Convention

Brigit Schmidt, Director, MUNI UBCM Convention Coordinator

2024.2254.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** Council direct Staff to request a meeting with Island Health at the Union of British Columbia Annual Conference to discuss the following:*

- *housing for medical staff,*
- *aging in place,*
- *long-term care,*
- *concerns and priorities related to the new medical center in Ucluelet, and*
- *support for mental health services.*

CARRIED.

10.3 First Nations Leadership Council and UBCM Invitation to Province-wide Community-to-Community Forum

Union of British Columbia Municipalities and First Nations Leadership Council

11. INFORMATION ITEMS

11.1 Sanitary Sewer Capacity Limitations

James MacIntosh, Director of Engineering Services

Mr. MacIntosh presented this report.

In response to Council's questions, Staff confirmed that:

- the Hemlock Street Lift Station is above capacity and cannot support new development;
- future expansion is available within our lagoon for 400-500 doors, once the necessary sanitary upgrades have been realized;
- the complications causing inflow and infiltration with our current sanitary system can be remediated as part of a long term plan, in conjunction with our future infrastructure upgrades; and
- the odor caused by the the open air aeration exchange at Hyphocus Island can be remediated but Staff noted that the open air nature of the lagoon may still cause foul odors.

- 11.2 RCMP Monthly Policing Report June 2024**
Marc Jones, Sergeant, Ucluelet RCMP Detachment
- 11.3 Minister of Environment and Climate Change Strategy Review of the Environmental Assessment Act**
Chris Trumpy, A/Chief Executive Assessment Officer and Associate Deputy Minister

12. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

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

Councillor Anderson:

- thanked various Staff for their involvement in coordinating a successful Ukee Days event;
- met with community stakeholders and Staff to discuss the Peninsula Road Safety and Revitalization project; and
- expressed his gratitude for the role Ucluelet Fire Rescue Department members undertook in the recent incident at the Long Beach Airport.

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

- 12.3 Councillor Mark Maffei**
Deputy Mayor, October 1 - December 31, 2024

Councillor Maffei attended Ukee Days and noted the tremendous job all the volunteers did at the event.

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

- 12.5 Mayor Marilyn McEwen**

The Mayor thanked Staff for a successful Ukee Days and shared some of the competition results.

The Mayor:

- attended a monthly Mayors meeting on July 15th;
- met with Nick Curry, Tourism Development Specialist for Tourism Ucluelet, on July 23rd;
- attended the Alberni-Clayoquot Regional District (ACRD) Board meeting, on July 24th, where Bamfield's sewage system was the main topic of discussion; and
- attended the ACRD Transportation Committee meeting, on July 30th, where a secondary access route for Port Alberni and the

west coast was discussed.

13. QUESTION PERIOD

There were no public comments.

14. CLOSED SESSION

14.1 Procedural Motion to Move In-Camera

2024.2255.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the July 30, 2024, Regular Council Meeting be closed to the public pursuant to the following sections of the Community Charter:*

90(1)(c) labour relations or other employee relations;

90(1)(d) the security of the property of the municipality;

90(1)(g) litigation or potential litigation affecting the municipality; and

90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED.

The meeting was closed to the public at 6:07 PM.

15. ADJOURNMENT

15.1 Return from Closed Session

Council returned from closed session at 8:21 PM.

2024.2256.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the July 30, 2024, Regular Council Meeting be adjourned at 8:21 PM.*

CARRIED.

CERTIFIED CORRECT:

Duane Lawrence, Corporate Officer

Marilyn McEwen, Mayor