



REGULAR MEETING OF COUNCIL

Held Electronically and in the George Fraser Community Room,
Ucluelet Community Centre, 500 Matterson Drive, Ucluelet
Tuesday, September 24, 2024 @ 4:00 PM

MINUTES

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar (Via Zoom), Kennington, and Maffei
 Staff: Duane Lawrence, Chief Administrative Officer
 Jeffrey Cadman, Director of Finance
 Bruce Greig, Director of Community Planning
 Rick Geddes, Fire Chief
 Joseph Rotenberg, Manager of Corporate Services
 John Towgood, Municipal Planner
 Nancy Owen, Executive Assistant

Regrets:

1. CALL TO ORDER

The September 24, 2024, Regular Council Meeting was called to order at 4:01 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 PROCEDURAL MOTION TO PERMIT A MEMBER TO ATTEND THE MEETING ELECTRONICALLY

2024.2273.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** Council suspend sections 10.5(ii) and 10.6.(b) of the Council Procedure Bylaw until December 31, 2024, to allow Councillor Hoar to attend more than four in-person Council meetings electronically and to allow Councillor Hoar to attend in-person Closed Council meetings electronically.*

CARRIED.

2. LATE ITEMS

2.1 Clayoquot Biosphere Trust Letter Dated September 24, 2024

2024.2274.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the agenda be amended by adding the late item titled "Clayoquot Biosphere Trust Letter Dated September 24, 2024", as item 10.3.*

CARRIED.

3. APPROVAL OF THE AGENDA

3.1 Approval of the September 24, 2024, Regular Council Meeting Agenda

2024.2275.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the September 24, 2024, Regular Council Meeting Agenda be adopted as amended.*

CARRIED.

4. ADOPTION OF MINUTES

4.1 August 27, 2024, Special Council Meeting Minutes

2024.2276.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the August 27, 2024, Special Council Meeting Minutes be adopted as presented.*

CARRIED.

4.2 September 3, 2024, Regular Council Meeting Minutes

2024.2277.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the September 3, 2024, Regular Council Meeting Minutes be adopted as presented.*

CARRIED.

5. PUBLIC INPUT & DELEGATIONS

5.1 Delegations

**Sergeant Marc Jones, Ucluelet RCMP Detachment
Re: Quarterly Policing Update**

Sergeant Jones provided an update on local policing activities and noted higher call volumes including increases in minor thefts, disturbances and liquor act offences. He also noted a decrease in violent offenses.

Sergeant Jones outlined local initiatives related to speeding and the Immediate Roadside Prohibition program. He also confirmed

that the Ucluelet detachment is in the training phase for the use of body-worn cameras.

6. UNFINISHED BUSINESS

There was no unfinished business.

7. BYLAWS

**7.1 Zoning Amendment and DVP for Lot 2 Plan EPP117265
John Towgood, Municipal Planner**

Bruce Greig, Director of Community Planning, presented this report.

2024.2278.REGULAR *IT WAS MOVED AND SECONDED:*

1. **THAT** Council give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1355, 2024; and
2. **THAT** Council direct Staff to give notice for a public hearing to be held on District of Ucluelet Zoning Amendment Bylaw No. 1355, 2024 and Development Variance Permit 24-04.

CARRIED.

**7.2 Permissive Tax Exemption Bylaw
Jeffrey Cadman, Director of Finance**

Mr. Cadman presented this report.

Jenn Dart, Operations and Development Manager for Redd Fish Restoration Society (Redd Fish) addressed Council noting that the financial statements submitted in support of their application does not represent their full fiscal year. She noted the recent purchase of their new facility represents a significant liability and outlined plans to use the facility as an educational center. Redd Fish requested a three-year tax exemption.

Mayco Noel, Redd Fish Board of Directors Chair, advocated for Redd Fish's tax exemption request. He also advocated for the Food Bank and Ucluelet Aquarium Society tax exemptions included in the Permissive Tax Exemption Bylaw.

Council discussed Redd Fish's tax exemption request.

2024.2279.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council give District of Ucluelet Permissive Tax Exemption Bylaw No. 1358, 2024 first and second reading.

CARRIED.

2024.2280.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council amend District of Ucluelet Permissive Tax Exemption Bylaw No. 1358, 2024 by:

- a. deleting the word “and” at the end of section 2(i);
- b. deleting the word “.” at the end of section 2(j) and inserting “;”;
- c. inserting the heading “**Exemption for Redd Fish Restoration Society**” after section 2(j);
- d. inserting “Redd Fish Restoration Society – Roll No. 168000 being Lot A, Plan VIP23074, District Lot 282, Clayoquot Land District, PID 003-221-784, 1728 Peninsula RD, that is owned and used by Redd Fish Restoration Society for restoration, research and education.” as section 2(k).

CARRIED.

2024.2281.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council give District of Ucluelet Permissive Tax Exemption Bylaw No. 1358, 2024, third reading, as amended.

CARRIED.

2024.2282.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the agenda be amended to address report items in the following order: "8.1 Living Organ Donor Support Policy", "8.2 ADU Covenant Authorization - 359 Marine Drive", "8.3 Chamber of Commerce Economic Development Initiative", and "8.4 Preliminary Discussion - 221 Minato Road (ERIF)".

CARRIED.

8. REPORTS

8.1 Living Organ Donor Support Policy *Jeffrey Cadman, Director of Finance*

Mr. Cadman presented this report.

2024.2283.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council adopt the District of Ucluelet Living Organ Donor Support Policy Number 7-2550-1.

CARRIED.

8.2 ADU Covenant Authorization - 359 Marine Drive *Maddie Haynes, Planning Assistant*

Bruce Greig, Director of Community Planning, presented this report.

2024.2284.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council authorize the Mayor and Corporate Officer to execute the Section 219 restrictive covenant for 359 Marine Drive for registration at the Land Title Office.

CARRIED.

8.3 Chamber of Commerce Economic Development Initiative

Duane Lawrence, Chief Administrative Officer

Mr. Lawrence presented this report.

2024.2285.REGULAR *IT WAS MOVED AND SECONDED:*

- **THAT** Council direct staff to provide a letter of support for the Chamber of Commerce 2024 Rural Economic Diversification and Infrastructure Program grant application in support of a Community Economic Development Capacity Building project;
- **THAT** Council direct staff to allocate \$35,000 to the Chamber of Commerce in support of the Community Economic Development Capacity Building project for 2024; and,
- **THAT** Council direct staff to include for consideration an allocation of \$35,000 in the 2025 and 2026 budgets for the development of an economic development agreement with the Chamber of Commerce.

CARRIED.

8.4 Preliminary Discussion - 221 Minato Road (ERIF)
Bruce Greig, Director of Community Planning

Mr. Greig presented this report.

The following outlines questions that Council considered and related Council discussion:

Do Council members have any initial concerns about a road configuration with limited pedestrian facilities and vehicle parking spaces backing onto the roadway?

- Council discussed this matter and noted that it is not a concern.
- Council noted that the configuration is essential to keeping the development affordable.
- Council noted the need for a pathway within the development and that vehicles backing onto a roadway is common in other subdivisions, and necessary for increased density.

Do Council members have any initial concerns with the concept of no additional parkland dedication for this development?

- Council noted that there is a considerable park dedication already in the area.
- Council noted the ecological value of Olsen Bay and the sensitivity of this ecosystem.
- Council noted that the lack of a complete environmental assessment and wetland delineation, which may identify further spaces which should be protected.

Do Council members have any initial concerns with the concept of

taking on the cost of constructing the trails, and making this a priority capital project so that trails can be completed prior to occupancy of the site by new residents?

- Council noted that this is a means of keeping the cost of the development down.
- Council further noted that Resort Municipality Initiative funding could be used for trail development.
- Council noted the need to protect Olsen Bay, and the trail could help achieve this.

Do Council members have any initial concerns with a proposal to remove a 30-metre treed buffer along Highway 4 and substantial tree clearing throughout the developable lands that would maximize the area for housing construction on the 221 Minato Road site, and which would diverge from OCP Policies 3.162, 3.163 and 3.171 meant to limit the clearing of trees and changes to the public entrance to town?

- Council noted the trees should be sustained as they provide a benefit to the residents in the subdivision and for the appeal they provide at the entryway into the community.
- Council further noted that this should receive public input and a compromise should be considered.
- Council noted that the terrestrial habitat benefit on the site is limited.
- Council noted that the site is currently disturbed, and this would result in the treed entrance to town being moved about 800 m to the north and would not have a negative visual impact.
- Council noted that this sacrifice may be necessary for the requested density.
- Council noted concerns with tree blowdown when eliminating a buffer.

Do Council members support extending the 50km/hr speed zone northwest by approximately 1000m and staff making a request to the Ministry of Transportation and Infrastructure (MoTI) in advance of receiving a development application by ERIF.

- Council noted support for this proposal, especially given the road parking at the Ancient Cedar loop trail entrance.
- Council noted that it would have limited impact on transportation times.
- Council noted that it may be beneficial to reduce the speed limits to 40 km/h throughout town rather than reducing speeds only in this area.

Do Council members expect that if a zoning amendment and other approvals are granted, the affordable and/or attainable housing units

would need to be ensured through housing agreements and covenants that are administered and monitored by the municipality or an experienced qualified third-party?

- Council noted the need to develop a Housing Authority to administer and monitor the affordable and attainable portions of the development.
- Council noted that a Housing Authority would be useful for other developments.

Do Council members have any initial concerns with the concept of extending a commercial designation to the area on the corner of Minato Road?

- Council noted that this location may be ideal for services like convenience stores near the new housing.
- Council noted other approved commercial developments near this site at the entrance of town.

Do Council members have any initial concerns over a component of short-term rentals (STRs) in the current proposal at 221 Minato Road?

- Council noted that STRs may be supportable where affordable housing is provided as part of the development.
- Council noted that the STRs may be essential to allow the development of affordable housing.
- Council noted that STRs may be essential revenue for the homeowners in this proposed development.
- Council expressed concern that the ten waterfront homes could become whole home STRs sitting vacant when not rented. In response Staff clarified that the zoning bylaw could be tailored to prohibit whole home STRs in this development.

Subject to meeting environmental and servicing requirements, and subject to public comment, do Council members have any initial concerns with the concept of a temporary manufacturing facility on the eastern portion of the site?

- Council noted that this may be necessary to get the affordable housing.
- Council noted that a manufacturing facility may create less noise and waste than a typical construction site. Council also noted that the District limits the manufacturing facility's impact on the environment.
- Council noted the temporary manufacturing facility is fundamental to the developer's approach to building affordable housing.

9. NOTICE OF MOTION

There were no notices of motion.

10. CORRESPONDENCE

10.1 Correspondence Related to the Sunset Point Boardwalk

Staff clarified that the boardwalk was built nearly 20 years ago by the developer and is in a state of disrepair. Staff have a plan to replace the boardwalk with a gravel path and repair the viewpoint platform.

Staff further noted a requirement in the Land Title Act that subdivisions that front onto a body of water in the ocean are to provide public access by road right of way, unless it is exempted. An exemption was granted for the Sunset Point subdivision, with the requirement that a statutory public right of way be provided instead of the road dedication.

Council noted that littering could be considered a bylaw enforcement issue and trespassing is a RCMP issue.

10.2 Correspondence Related to Stop Signs at Bay Street and Peninsula Road

Council noted that there is a staff report forthcoming on this matter.

10.3 Clayoquot Biosphere Trust Letter Dated September 24, 2024

Council noted this letter and the associated invitations to the following:

- Exhibit in observance of the National Day of Truth and Reconciliation held at the Ucluelet Secondary School on Monday, September 30th from 10:00 AM to 3:00 PM, and
- The Clayoquot Biosphere Trust Fall Regional Forum held at Tin Wis on Thursday, October 24th from 8:30 AM to 4:00 PM.

Councillor Anderson left the meeting at 6:05 PM and returned at 6:08 PM.

11. INFORMATION ITEMS

11.1 Fire and Emergency Services 2024 Q1-Q2 Report *Rick Geddes, Fire Chief*

Chief Geddes presented this report.

In response to Council noting that the majority of calls are relate to medical incidents and motor vehicle incidents, the Fire Chief noted that there are fewer fire related calls because of the improved building and fire code provisions related to chimneys.

In response to Council questions, the Fire Chief noted the need to focus

on recruitment and retention. He recommended that Council consider funding partial benefits for Volunteer Fire Fighters and instituting an paid on-call system. Both proposals will be brought forward during the budget process.

12. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

12.1 Councillor Shawn Anderson

Deputy Mayor, April 1 - June 30, 2024

Councillor Anderson:

- met with MLA Babchuk on September 4th to discuss the North Island College initiative that is offering micro-credentials for students involved in the kelp industry;
- attended Ukee Days volunteer appreciation night and the ERIF open house on September 11th;
- attended the Ucluelet Chamber of Commerce Economic Development Committee meeting, and later attended the Yuułuʔiłʔatḥ Government Council to Council Leadership meeting on September 12th;
- attended the Ucluelet Soapbox Derby on September 14th; and
- attended the Union of British Columbia Municipalities Annual Convention from September 16th to 20th. Councillor Anderson noted meetings with North Island College to discuss kelp farming in the area and Island Health to discuss the recruitment of rotational specialists for the community.

12.2 Councillor Jennifer Hoar

Deputy Mayor, January 1 - March 31, 2024

Councillor Hoar:

- attended a Vancouver Island Regional Library Board meeting on September 14th where their budget was reviewed. Councillor Hoar noted the need for increased funding to libraries as funding has been frozen for years;
- attended the Union of British Columbia Municipalities Annual Convention from September 16th to the 20th and noted here highlights were the George Stroumboulopoulos presentation discussing 'The Art of Listing' and the session on Mental Health.

Councillor Hoar also encouraged people to attend the Ucluelet Secondary School exhibit in observance of the National Day of Truth and Reconciliation.

12.3 Councillor Ian Kennington

Deputy Mayor, July 1 - September 30, 2024

Councillor Kennington attended the Union of British Columbia Municipalities Annual Convention from September 16th to the 20th. His highlights were:

- attending the Tools to Implement New Housing Legislation presentation where expanding the scope of development cost charges was discussed, inclusionary zoning was explained and the housing needs report calculator was presented; and
- meeting with North Island College to discuss kelp farming in the area.

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

Councillor Maftei

- attended the Ucluelet Soapbox Derby on September 14th;
- attended the Union of British Columbia Municipalities Annual Convention from September 16th to the 20th where he met with North Island College and noted the 'What's Next for Housing' panel discussions;
- attended the Cultural Heritage Festival on September 21st including the Bullhead Derby.

12.5 Mayor Marilyn McEwen

Mayor McEwen:

- attended the Alberni-Clayoquot Regional District (ACRD) West Coast Committee meeting on September 4th, where it was noted that class A compost is now available at the landfill and the Pacific Rim National Park shared their visitors statistics;
- attended the Barkley Community Forest (BCF) meeting on September 11th and noted that BCF is planning an open house to be held at the Ucluelet Community Centre on October 22nd;
- also on September 11th, attended an ACRD Board meeting and open house hosted by ERIF on the proposed development at 221 Minato Bay;
- attended the Yuułuʔiłʔatḥ Government (YG) Council to Council Leadership meeting on September 12th and noted that YG received grant funding to build 57 new homes in the next two years; and
- attended the Union of British Columbia Municipalities Annual Convention from September 16th to the 20th. Mayor McEwen noted that her highlights were George Stroumboulopoulos' 'The Art of Listening' presentation, the Mental Health session, and the meeting with North Island College.

13. QUESTION PERIOD

Joshua Hunt, CEO of ERIF Sustainable Solutions clarified that ERIF is a housing provider and noted the concerns Council conveyed will be considered in their application.

Mike Baird, a resident of Sunset Point Subdivision, expressed concerns with the public path on Sunset Point. He submitted that if the boardwalk is replaced with a gravel path, the barrier to his property would be removed and he would have to install a fence which the District should finance.

14. CLOSED SESSION

14.1 Procedural Motion to Move In-Camera

2024.2286.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the September 24, 2024 Regular Council Meeting be closed to the public pursuant to the following sections of the Community Charter:*

- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and*
- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

CARRIED.

The meeting was closed to the public at 6:50 PM.

15. ADJOURNMENT

15.1 Procedural Motion to Adjourn

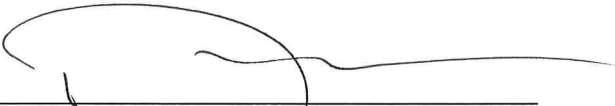
Council returned to open session at 7:53 PM.

2024.2287.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the September 24, 2024, Regular Council Meeting be adjourned at 7:53 PM.*

CARRIED.

CERTIFIED CORRECT:



Duane Lawrence, Corporate Officer



Marilyn McEwen, Mayor

