



REGULAR MEETING OF COUNCIL

Held Electronically and in the George Fraser Community Room,
Ucluelet Community Centre, 500 Matterson Drive, Ucluelet
Tuesday, November 12, 2024 @ 4:00 PM

MINUTES

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, Kennington, and Maftai (via Zoom)
 Staff: Duane Lawrence, Chief Administrative Officer
 Bruce Greig, Director of Community Planning
 Abby Fortune, Director of Community Services
 James MacIntosh, Director of Engineering Services
 Jeffrey Cadman, Director of Finance (via Zoom)
 Nancy Owen, Executive Assistant

Regrets:

1. **CALL TO ORDER**

The November 12, 2024, Regular Council Meeting was called to order at 4:04 PM.

1.1 **ACKNOWLEDGEMENT OF THE YUULU?IŁ?ATH**

Council acknowledged the Yuulu?ił?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 **November 12, 2024, Regular Council Meeting**

2024.2296.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the November 12, 2024 Regular Council Meeting Agenda be adopted as presented.

4. PUBLIC INPUT & DELEGATIONS

4.1 Delegations

Barbara Schramm, Alliance Holdings Ltd.
Re: Road Encroachment - Follow-up on November 2023
Request to Council

Ms. Beasley provided an overview of the history of the subject lands, the encroachment issues and discussions with the District.

The delegate requested that Council:

- direct staff to address the encroachment matter by issuing encroachment permits for homes along Bay Street, or alternatively, reset the Bay Street road allowance to 50 feet;
- direct staff to rezone the property to multi-family residential; and
- direct staff to issue building permits to allow for maintenance of the homes to occur prior to resolving the encroachment and zoning matters.

Council informed the delegate that they've directed Staff to seek legal advice as to how best to resolve the matter.

5. UNFINISHED BUSINESS

There was no unfinished business.

6. BYLAWS

6.1 OCP and Zoning Amendment for Hyphocus Island - Lot 543 *Anneliese Neweduk, Planner and Bruce Greig, Director of Community Planning*

Mr. Greig presented an overview of the report.

The Applicant's Agent delivered a presentation that included the development's objectives, the public engagement, and the community input that was conducted.

In response to Council's questions, the Agent confirmed that their strategy for achieving affordable housing involves the inclusion of secondary suites in the homes and leveraging the economies of scale by constructing 5 to 10 units at a time, plus purpose-built rentals.

Additionally, the Agent elaborated on their engagement with First Nations, highlighting the meetings held with their Elders and archaeological groups.

In response to the Council's questions, staff confirmed that the targets for affordable housing are based on a percentage of the median household income measured by the Census. Staff further clarified that an R-1H Zone would allow a house to have a secondary suite and an accessory dwelling unit combination.

In response to Council's question, Staff clarified that archaeological data held by the Province is not available to the general public for the protection and conservation of the archaeological sites which is why the site map was redacted from the agenda. The Agent confirmed that adjustments were made to their site plans to address these sensitive areas.

In response to Council's questions, the Agent clarified that the 44 compact market lots are designed to include secondary suites and will be constructed by the developer, the 25 perimeter market lots could potentially have an accessory dwelling unit at the owner's discretion, while the 48 apartment units will be purpose-built rental units constructed by the landowner.

2024.2297.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council introduce and give first reading to District of Ucluelet Official
Community Plan Amendment Bylaw No. 1360, 2024.*

DEFEATED.

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

Mr. Greig presented an overview of this report.

2024.2298.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council repeal second reading of District of Ucluelet Zoning
Amendment Bylaw No. 1355, 2024.*

CARRIED.

2024.2299.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council amend District of Ucluelet Zoning Amendment Bylaw No.
1355, 2024 by:*

- a. removing subsections CS-5.7.1(2) and CS-5.7.1(3) from the bylaw's text amendment; and,*
- b. replacing the Future Subdivision Map with the map attached to staff report 24-114 as Appendix B.*

CARRIED.

2024.2300.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council give second reading to District of Ucluelet Zoning Amendment Bylaw No. 1355, 2024, as amended.*

CARRIED.

2024.2301.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council direct Staff to give notice for a public hearing to be held on the amended District of Ucluelet Zoning Amendment Bylaw No. 1355, 2024, and Development Variance Permit 24-04.*

CARRIED.

**6.3 Zoning Amendment and Development Variance Permit at 1983 Athlone Road
Maddie Haynes, Planning Assistant**

Councillor Kennington recused himself and left the room at 5:52 PM.
Mr. Greig presented an overview of this report.

2024.2302.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council, with regard to the proposed re-zoning to allow an ADU at 1983 Athlone Road direct staff to give notice of first reading to District of Ucluelet Zoning Amendment Bylaw No. 1359, 2024.*

CARRIED.

2024.2303.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council, with regard to the proposed re-zoning to allow an ADU at 1983 Athlone Road direct staff to give statutory notice to receive input on the Development Variance Permit 24-09.*

CARRIED.

7. REPORTS

**7.1 Sanitary Sewer System Upgrades to Support Housing Development
James MacIntosh, Director of Engineering Services**

Councillor Kennington returned to the meeting at 5:59 PM.
Mr. MacIntosh presented this report.

2024.2304.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council direct staff to initiate design procurement for sanitary system upgrades as outlined in Option A within report number 24-113 and include the sanitary system capital improvements within the 2025 to 2029 financial plan for consideration.*

CARRIED.

**7.2 2025 Council Appointments
Nancy Owen, Executive Assistant**

Ms. Owen presented an overview of this report.

- 2024.2305.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council appoint Mayor McEwen as the Director and Councillor Maftai as the Alternate Director on the Alberni-Clayoquot Regional District Board of Directors for the 2025 calendar year.*
CARRIED.
- 2024.2306.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council appoint Councillor Hoar as Trustee and Councillor Anderson as Alternate Trustee on the Vancouver Island Regional Library Board of Trustees for the 2025 calendar year.*
CARRIED.
- 2024.2307.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council appoint Councillor Kennington as the District of Ucluelet's Voting Delegate, Councillor Hoar as Alternate Voting Delegate Number One, and Mayor McEwen as Alternate Voting Delegate Number Two for the Municipal Insurance Association of British Columbia for the 2025 calendar year.*
CARRIED.
- 2024.2308.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council appoint Mayor McEwen as the District's Representative on the Tourism Ucluelet's Board for the 2025 term.*
CARRIED.
- 2024.2309.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council appoint Councillors Anderson and Kennington as the District's Representatives on the Ucluelet Chamber of Commerce Economic Development Committee for the 2025 term.*
CARRIED.
- 2024.2310.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council adopt the 2025 council appointments, as set out in Appendix A to Report No. 24-112.*
CARRIED.
- 2024.2311.REGULAR *IT WAS MOVED AND SECONDED:
THAT Councillors Anderson, Hoar, Kennington, and Maftai be designated to serve as Deputy Mayor in accordance with the schedule set out in Appendix B to Report No. 24-112.*
CARRIED.

**7.3 Sealion Barrier Install at 52 Steps Dock
Abby Fortune, Director of Community Services**

Ms. Fortune presented an overview of this report.

Mayor McEwen corrected the report noting that the sea lions referenced are California sea lions and not Stellar sea lions.

Councillor Anderson left the room at 6:54 PM and returned at 6:58 PM.

2024.2312.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council, acting as the Harbour Authority, approve the installation of a permanent railing at 52 Steps Dock at an estimated cost of \$3000.

CARRIED.

2024.2313.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the Harbour Authority agrees to undertake the ongoing care and maintenance of the 52 Steps Dock railing.

CARRIED.

8. NOTICE OF MOTION

There was no notice of motion.

9. CORRESPONDENCE

9.1 High Rate of Growth

Dave Smith, Ucluelet Resident

9.2 Pay Parking

Dave Smith, Ucluelet Resident

10. INFORMATION ITEMS

10.1 RCMP Monthly Policing Report October 2024

Marc Jones, Sergeant, Ucluelet RCMP Detachment

10.2 Delegation Meeting with Ministry of Municipal Affairs Follow-up Letter

Okenge Yuma Morisho, Deputy Minister

10.3 Delegation Meeting with Ministry of Emergency Management and Climate Readiness Follow-up Letter

Tara Richards, Deputy Minister

11. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

11.1 Councillor Shawn Anderson

Deputy Mayor, April 1 - June 30, 2024

11.2 Councillor Jennifer Hoar

Deputy Mayor, January 1 - March 31, 2024

11.3 Councillor Ian Kennington

Deputy Mayor, July 1 - September 30, 2024

11.4 Councillor Mark Maffei

Deputy Mayor, October 1 - December 31, 2024

11.5 Mayor Marilyn McEwen

Mayor McEwen provided the following announcements:

- the Resort Development Strategy 2025 - 2027 open house will be held on November 13th from 5:00 PM to 7:00 PM at the Ucluelet Community Centre, and
- the Pacific Rim Arts Society's AGM will be held on November 17th from 2:00 PM to 5:00 PM at the Ucluelet Community Centre, in Activity Rooms 1 & 2.

Mayor McEwen attended:

- the Wild Pacific Trail AGM on November 3rd,
- the Committee of the Whole Meeting on November 5th, where 20 local societies provided updates of their organizations' activities,
- an Island Coast Economic Trust meeting on November 8th, where four applications were approved, and
- the Remembrance Day Ceremony and lunch at the Ucluelet Army & Navy Airforce Veterans Club on November 11th.

12. QUESTION PERIOD

12.1 Question Period

Patricia Sieber, Helen Road Resident, thanked Council for the thorough consideration given to the Hyphocus Island - Lot 543 project.

Mike Marriott, Bay Street Resident, Alliance Holdings Ltd., thanked Council for their timely consideration in finding a solution for the homeowners, and noted that his home is one of the properties encroaching on the District's property.

Marylin Vanthull, Bay Street Resident, Alliance Holdings Ltd., appealed to Council to consider rezoning the property to multi-family residential.

Art Skoda, Bay Street Resident, Alliance Holdings Ltd., requested that Council either reset the road allowance to 50 feet or issue encroachment permits for the homes along Bay Street and to do so expeditiously.

2024.2314.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** Council direct staff to prioritize a report back to Council with options to consider resolving the Alliance Holdings Ltd. matter, once information from the District's Solicitor has been received.*

CARRIED.

13. CLOSED SESSION

13.1 Procedural Motion to Move In-Camera

2024.2315.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the November 12, 2024, Regular Council Meeting be closed to the public pursuant to the following section of the Community Charter:

- *90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.*

CARRIED.

The meeting was closed to the public at 7:20 PM.

14. ADJOURNMENT

14.1 Procedural Motion to Adjourn

Council returned to open session at 7:28 PM.

Council reported that Robert Zurowski has been appointed to the Accessibility Committee for a term from November 13, 2024, through June 19, 2026.

2024.2316.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the November 12, 2024, Regular Council Meeting be adjourned at 7:28 PM.

CARRIED.

CERTIFIED CORRECT:

Duane Lawrence, Corporate Officer

Marilyn McEwen, Mayor