



## **REGULAR MEETING OF COUNCIL**

Held Electronically and in the George Fraser Community Room,  
Ucluelet Community Centre, 500 Matterson Drive, Ucluelet

**Monday, March 10, 2025 @ 4:00 PM**

### **MINUTES**

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

Regrets:

#### **1. CALL TO ORDER**

The March 10, 2025, Regular Council Meeting was called to order at 4:00 PM.

##### **1.1 ACKNOWLEDGEMENT OF THE YUULU?IL?ATH**

**Council would like to acknowledge 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 this proceeding is 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 March 10, 2025, Regular Council Meeting Agenda**

2025.2077.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** the March 10, 2025, Regular Council Meeting Agenda be adopted as presented.

CARRIED.

#### 4. PUBLIC INPUT & DELEGATIONS

##### 4.1 Delegations

**Marcie DeWitt, Alberni Clayoquot Health Network (ACHN)**  
**Re: 2024 ACHN Update**

The delegate presented the 2024 ACHN highlights to council.

#### 5. UNFINISHED BUSINESS

There was no unfinished business.

#### 6. BYLAWS

##### 6.1 2025 - 2029 Five-Year Financial Plan Bylaw - Adoption **Jeffrey Cadman, Director of Finance**

2025.2078.REGULAR *IT WAS MOVED AND SECONDED:*  
***THAT** Council adopt the District of Ucluelet 2025–2029 Financial Plan*  
*Bylaw No. 1370, 2025.*

CARRIED.

#### 7. REPORTS

##### 7.1 Deputy Corporate Officer and Freedom of Information and Privacy Protection Head **Duane Lawrence, CAO**

2025.2079.REGULAR *IT WAS MOVED AND SECOND:*  
***THAT** Council appoint Mr. Ed Chow as Deputy Corporate Officer; and,*  
***THAT** Council appoint Mr. Ed Chow as the Freedom of Information and*  
*Privacy Protection Head;*  
*and further,*  
***THAT** Council rescind the appoint of Ms. Nancy Owen as Deputy*  
*Corporate Officer and Mr. Duane Lawrence as Freedom of Information and*  
*Privacy Protection Head.*

CARRIED.

##### 7.2 ACRD Multiuse Path (?apsčilik t'ašii trail) **James Macintosh, Director of Engineering Services**

2025.2080.REGULAR *IT WAS MOVED AND SECONDED:*  
***THAT** Council direct staff to engage with ACRD to negotiate a cost-sharing*  
*maintenance agreement inclusive of service levels and future capital*  
*requirements for the multi-use path.*

CARRIED.

**7.3 Contract Authorization For General Engineering Services**  
**James Macintosh, Director of Engineering Services**

2025.2081.REGULAR *IT WAS MOVED AND SECONDED:*

**THAT** Council authorizes the Mayor and Corporate Officer to enter into an agreement between the District of Ucluelet and Koers & Associates Engineering Ltd. for general engineering consulting services for a period of three years.

CARRIED.

**7.4 Peninsula Road 4-Way Stop Sign**  
**James Macintosh, Director of Engineering Service**

2025.2082.REGULAR *IT WAS MOVED AND SECONDED:*

**THAT** Council support the continued use of the 4-way stop sign at the intersection of Peninsula Road and Bay Street.

CARRIED.

**7.5 Temporary Use Permit For 1054 Helen Road**  
**Anneliese Neweduk, Planner**

Bruce Greig, Director of Community Planning, presented the report to Council.

The applicant, Ayla Morrison, outlined the history of the property and the need for the TUP.

One public member on Zoom, Todd Evalina, spoke to Council about the TUP.

2025.2083.REGULAR *IT WAS MOVED AND SECONDED:*

**THAT** Council authorize the Director of Community Planning to issue Temporary Use Permit 25-01 to allow one vacation rental unit at 1054 Helen Road for a period of three years.

CARRIED.

**8. NOTICE OF MOTION**

There was no notice of motion.

**9. CORRESPONDENCE**

**9.1 Correspondence Related to Matterson Reservoir Housing Dev Post**  
**2025-02-25**

**9.2 Forest Glen Benches**

Council directed staff to continue the discussion with Forest Glen on their request.

**9.3 Ucluelet Harbour Foreshore Leasing**

Council directed staff to contact the Province for more information and ask for consideration of more notice time for the lease holder.

**9.4 221 Minato Rd (ERIF) - Deeply Subsidized Homes**

**9.5 Open Letter to Premier Eby and Minister Chandra Herbert**

Council directed staff to prepare a letter to the Premier and Minister of Tourism to support the B.C. Fairs, Festivals, and Events Fund.

**10. INFORMATION ITEMS**

**10.1 Water Treatment Plant Update**

***James Macintosh, Director of Engineering Service***

Mr. Macintosh spoke to Council about the progress of the Water Treatment Plant. The project is on track to be completed March 31, 2026.

**10.2 Fire and Emergency Services 2024 Annual Summary**

***Rick Geddes, Fire Chief***

Fire Chief spoke to Council about the 2024 highlights of the Fire Department's services. Council thanked the Chief and the department for its dedication and commitment to the community.

**10.3 Support for UBCM Resolution - Abbotsford**

**11. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS**

**11.1 Councillor Shawn Anderson**

Councillor Anderson:

- Council to Council meeting with Yuułu?iŋ?ath Government on March 6, 2025;
- attended a meeting about possible electrical boat building and sustainable energy project in Ucluelet; and
- met with Coast, a Non-Profit organization, on several marine related industry initiatives.

**11.2 Councillor Jennifer Hoar**

**11.3 Councillor Mark Maftei**

Councillor Maftei:

- attended the Council-to-Council meeting with Yuułu?iŋ?ath Government on March 6, 2025; and
- attended the opening of the Ucluelet Aquarium on March 1, 2025.

## 11.4 Mayor Marilyn McEwen

Mayor McEwen:

- attended the Tourism Ucluelet meeting, Alberni-Clayoquot Regional District (ACRD) meeting and Ucluelet Chamber of Commerce AGM on February 26, 2025;
- met with M.P. Gord Johns on February 27, 2025;
- attended the ACRD COTW meeting on budget on March 5, 2025;
- attended Resort Municipalities collaborative Mayor's meeting and the Council-to-Council meeting with Yuułu?ił?ath Government on March 6, 2025;
- attended the Island Coast Economic Trust meeting on March 7, 2025; and
- attended the ACRD Board Governance Workshop on March 8, 2025.

## 12. QUESTION PERIOD

Staff read the email from Judy Gray regarding the four way stop agenda item.

## 13. CLOSED SESSION

### 13.1 Procedural Motion to Move In-Camera

2025.2084.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** the March 10, 2025, Regular Council Meeting be closed to the public pursuant to the following sections 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; 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 7:11PM.  
Council returned to open session at 8:25 PM.

## 14. ADJOURNMENT

### 14.1 Procedural Motion to Adjourn

2025.2085.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** the March 10, 2025, regular Council meeting be adjourned at 8:26 PM.

CARRIED.

**CERTIFIED CORRECT:**

---

Marilyn McEwen, Mayor

---

Corporate Officer