

# AGENDA

## *HARBOUR AUTHORITY MEETING*

**Tuesday, February 16, 2016**

**7:30 p.m.**

**Activity Room One, Ucluelet Community Centre**

**500 Matterson Drive,**

**Ucluelet, B.C.**

**Council Members:**

Mayor Dianne St. Jacques

Councillor Sally Mole

Councillor Randy Oliwa

Councillor Marilyn McEwen

Councillor Mayco Noel



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**7:30 p.m.**

**Tuesday, February 16, 2016**

**Activity Room One, Ucluelet Community Centre,  
500 Matterson Drive, Ucluelet**

**AGENDA**

- 1. CALL TO ORDER**
- 2. ADOPTION OF MINUTES**
  - 2.1. December 2, 2015 Harbour Authority Minutes** p.5
- 3. PUBLIC INPUT AND PRESENTATIONS**
- 4. REPORTS FROM COUNCIL OR STAFF**
  - 4.1. Harbour Advisory Commission - February 10, 2016 Meeting Minutes  
(Draft)** p.9
- 5. NEW BUSINESS**
- 6. ADJOURNMENT**





It was moved by Councillor McEwen and seconded by Councillor Noel

*THAT the Harbour Authority receive report items 4.3 "Ucluelet Harbour Advisory Commission Bylaw No.847, 2001" and 4.4 "Updated District of Ucluelet Harbour Advisory Bylaw - Proposed" for information.*

**CARRIED**

## 5. NEW BUSINESS:

### Small Craft Harbour Modernization Project

- CAO provided an update that the ladder installation is currently on hold with DFO
- Commissioners commented on the need for public input in early 2016, as installation is scheduled for between February and September, 2016
- Commissioners expressed concern regarding narrowing of the channel and need for ability to manoeuvre to remove any bottlenecks
- CAO provided a general update on the project status and need for Council to pass resolutions approving the breakwater project plans
- Clr. Oliwa discussed leveraging the value of the breakwater asset to procure grant funding from third parties
- CAO provided information on application from Island West and its potential to impact the District's application
- Clr. Oliwa discussed desire for power to be supplied at Otter Street Wharf
- CAO provided an update that a working group meeting with DFO would be arranged for January, 2016

## 6. QUESTION PERIOD:

The Harbour Authority received questions and comments from the public re:

- Desire from Harbour Advisory Commission to provide input into fees and charges bylaw for use of Small Craft Harbour
  - Clr. Noel and Clr. Oliwa to meet with Harbour Advisory Commission on December 16, 2015 at 7pm to discuss
- Desire from Harbour Advisory Commission to install a locked gate to prevent large vehicles from driving on the docks and causing premature wear
- Update on whether the Coast Guard Auxiliary shed will be receiving renovations
- Update on the installation of signage in Small Craft Harbour
- Clarification on appropriate parking areas for boat trailers and harbour users, and if enforcement would be beneficial
- Request to look into flooding concern in the east end of the Small Craft Harbour parking lot
- Clarification on how District responds to oil spills

HA-022

It was moved by Councillor Noel and seconded by Councillor Oliwa  
*THAT the Harbour Authority direct staff to investigate implementation of  
restricted access to the Main Street Wharf for the purpose of limiting large vehicle  
traffic only.*

**CARRIED**

**7. ADJOURNMENT:**

Mayor St. Jacques adjourned the harbour authority meeting at 9:11 pm.

**CERTIFIED CORRECT:** Minutes of the Harbour Authority  
Meeting held on Wednesday, December 2, 2015 at 7:30 pm in  
Activity Room One, 500 Matterson Road, Ucluelet, BC.

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Dianne St. Jacques  
Mayor

Andrew Yeates  
CAO



Harbour Advisory Commission  
Meeting February 10, 2016, George Fraser Room, Ucluelet Community Centre  
500 Matterson Drive, Ucluelet BC

**IN ATTENDANCE**

Chairperson Richard Parlee  
Doug Kimoto  
Brock Johansen  
Roger Gudbranson  
Councillor Randy Oliwa  
Barb Millar, recording secretary

**REGRETS:**

- Lawrence Charnell, Rob Thoms, Brian Congdon

**CALL TO ORDER**

Chairperson Parlee called the meeting to order at 7:30 pm.

**APPROVAL OF THE MINUTES**

*Moved by Commissioner Gudbranson seconded by Commissioner Johansen to accept the minutes of September 2, 2015 meeting with the following correction: "Commissioner Parlee reported he will be meeting with the President of the Water's Edge Strata to discuss the outer basin upgrades"*  
**CARRIED**

**BUSINESS OUT OF THE MINUTES**

*Moved by Commissioner Johansen seconded by Commissioner Gudbranson to recommend to the Harbour Authority the Harbour Handout be published for distribution.*  
**CARRIED**

**REPORTS**

**R -1 MOTION TRACKING SPREADSHEET**

*Moved by Commissioner seconded by Commissioner that the Motion Tracking Spreadsheet be received for discussion.*  
**CARRIED**

*Moved by Commissioner Kimoto seconded by Commissioner Gudbranson to recommend to the Harbour Authority that given the one year wait for the float installation upgrade that the electrical upgrades be undertaken for 52 steps in the 2016.*  
**CARRIED**

*Moved by Commissioner Gudbranson and seconded by Commissioner Johansen to recommend to the Harbour Authority that Harbour Advisory Commission endorses the Inner Boat Basin Parking and Drainage project with the noted preference that a dividing barrier be installed to separate road parking, from lot parking.*

**CARRIED**

*Moved by Commissioner Kimoto and seconded by Commissioner Gudbranson to recommend to the Harbour Authority to look at the feasibility of utilizing the road allowance between the Canadian Princess property and Toquaht property as parking.*

**CARRIED**

## **R-2 HARBOUR REPORT – KASSLYN CONTRACTING**

*Moved by Commissioner seconded by Commissioner that Harbour Report submitted by Kasslyn Contracting be received.*

**CARRIED**

## **NEW BUSINESS**

### **NB-1 COMMISSIONER APPOINTMENTS**

Four commissioner terms end March 31, 2016. Councillor Oliwa noted the Harbour Authority will advertise for Harbour Advisory members. Commissioners Parlee and Kimoto have submitted letters to the Harbour Authority indicating they will let their names stand for another term. Councillor Gudbranson stated he will send a letter to the Harbour Authority.

### **NB-2 2016 MEETING DATES**

**-MAY 4, 2016**

**-SEPTEMBER 7, 2016**

**-NOVEMBER 2, 2016**

### **NB-3 CANADIAN PRINCESS WATER LEASE**

*Moved by Commissioner Johannsen and seconded by Commissioner Kimoto to recommend to the Harbour Authority that the District should explore the acquisition of the “Canadian Princess” water lease should it expire.*

**CARRIED**

### **NB-4 COMMISSIONER CONGDON RESIGNATION**

Commissioner Congdon tendered his resignation effective February 10 2016.

## **ADJOURNMENT**

*It was moved by Chairperson Parlee to adjourn the meeting at 9:00 pm.*