

**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, November 28, 2017 at 7:30 PM**

Present:      **Chair:**           Mayor St. Jacques  
                  **Council:**       Councillors McEwen, Oliwa, Mole, and Noel

**Staff:**           Mark Boysen, Chief Administrative Officer  
                          Carolyn Bidwell, Chief Financial Officer  
                          Darcey Bouvier, Recording Secretary

Regrets:

**1. CALL TO ORDER**

1.1 Mayor St. Jacques called the regular meeting to order at 7:34 p.m.

**2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

2.1 Council acknowledged the Yuulu?i?ath First Nations on whose traditional territories the District of Ucluelet operates.

**3. ADDITIONS TO AGENDA**

**4. ADOPTION OF MINUTES**

4.1 November 14, 2017 Regular Minutes

- Under the West Coast Multiplex Society, it should read: Met with both MP Gord Johns and MLA Scott Fraser.

**It was moved by Councillor McEwen and seconded by Councillor Mole**

*THAT Council approve the November 14, 2017 Regular Minutes as amended.*

CARRIED.

**5. UNFINISHED BUSINESS**

**6. MAYOR'S ANNOUNCEMENTS**

**7. PUBLIC INPUT, DELEGATIONS & PETITIONS**

7.1 Public Input

## 7.2 Delegations

### **Dr. Paul Hasselback, Island Health Re: Health at the Local Level**

- Format in which Island Health presents their Local Health Area Profiles (LHA) has changed.
- New report style, more data, more time trends, more comparisons.
- Request by Council approximately four years ago to the Province, in conjunction with the District of Tofino, to redefine the geographical areas. They are working very diligently to get that done. They took that request and directed to the entire Province to redefine those boundaries. Looks like the West Coast, which would include Bamfield, would be segregated from the Alberni Valley in the future.
- Provided data specific to the Alberni Valley
- Public health items for Council to consider include: completion and implementation of the Alberni transportation strategy and West Coast transit study; considering developing alcohol, drug and cannabis municipal action plans; poverty reduction activities; continued support for child and youth programming to reverse vulnerability trend; continued support of Alberni Clayoquot Health Network and the Coastal Family Resource Coalition.

## 8. CORRESPONDENCE

### **8.1 Protocol Agreement Signing Event Marcie DeWitt, Alberni Clayoquot Health Network**

- Councillor McEwen noted the location of the meeting will be determined mid-December.

**It was moved by Councillor Mole and seconded by Councillor McEwen**

*THAT Council attend the Protocol Agreement signing event January 19, 2018 at 5:00 p.m.*

CARRIED.

### **8.2 Appointment to the 2018 Vancouver Island Regional Library Board Rosemary Bonanno, Executive Director**

**It was moved by Mayor St. Jacques and seconded by Councillor Noel**

*THAT Council appoint Councillor McEwen to continue her participation on the*

9. INFORMATION ITEMS

10. COUNCIL COMMITTEE REPORTS

10.1 Councillor Sally Mole  
*Deputy Mayor April – June*

**Westcoast Community Resources Society**

- Welcome Bay facility coming along nicely. Hopefully to be completed in approximately 3 weeks, with tenants in by January 01, 2018.

**Recreation Commission**

- Met November 15th, formal minutes will be available at the next Council meeting.
- Bike park presentation; improvement suggestions included starting with a pump track.
- The Commission will be volunteering at the Breakfast with Santa event on Saturday, December 9th at the Ucluelet Community Centre. This is a Chamber of Commerce fundraiser which will split the profits.
- The Commission is wanting to participate in the Parks and Recreation budget process, to liaise with Coordinator.

=> **Other Reports**

- Service Canada will be attending the Ucluelet Community Centre on December 11, 2017 at 11:00 a.m. Residents will be able to access services that are normally offered at the local Service Canada Centre in Port Alberni.

10.2 Councillor Marilyn McEwen  
*Deputy Mayor July – September*

**West Coast Multiplex Society**

- The survey closed on November 24, 2017. VIU students picked up the surveys and propose to have the preliminary survey report to the Alberni-Clayoquot Regional District on December 13, 2017.

## **Wild Pacific Trail Society**

- Met November 15, 2017. The Bog Trail is almost complete; hoping to have it complete in the New Year. Oyster Jim has completed all the gravel; view points and widening the trail are still left to do. Looking at having a ribbon cutting event in early Spring to officially open the trail.
- Oyster Jim to work on Spring Cove.
- Looking at working on an another addition to the Ancient Cedars Loop.
- Education Committee reported over 800 people participated in the guided walks this summer.
- Silva Johansson was approached to create a bog interpretive walk, funds come from the CBT Grant and the Trail Society will be utilized.
- Pumpkins in the Mist was a Halloween themed walk on October 29, 2017 with 560 attendees. A survey was distributed at the event, on how people feel about an educational centre on the Wild Pacific Trail.
- First review of 2018 budget, likely to be approved in January. Looking to replace a lot of their large signs to include the new Spring Cove section. Asked the District if they could partially fund that project; this was referred to the budget process.

## **Vancouver Island Regional Library Board – Trustee**

- Met on November 25 in Nanaimo.
- Branch Activity Highlight Report and use year-to-date metrics from September 2016 to September 2017. 7% increase in membership in Ucluelet. 107% increase in the number of programs to 54% more attendees and a 283% increase in the number of children's programs to 97% more attendees.
- Presented their 3rd Quarter Finance Report
- Provided Facility Projects update; looking at providing prefabs for some of the more rural locations for 2018; these include Masset, Sandspit, Sayward and Tahsis. Tofino is also in line for a new facility; 3 potential sites with discussion to have a mixed-use building on one those sites.
- 2018 Board meeting schedule was adopted.
- Provided a Workplace Violence Health and Safety report. Nanaimo incident involving a knife and smashed computer; increased signage, invested in security monitors, and local RCMP to train staff on safety measures.

- Updated their Board policy, privacy policy, internet policy with more current wording and those policies are available at every library.

**10.3** Councillor Mayco Noel  
*Deputy Mayor October – December*

**Ucluelet Chamber of Commerce**

- The UBER (Ucluelet Business - Retention & Expansion) event on November 14, 2017 was a success. 14 members on the advisory committee. They have hired the trainer and trainee.
- West Coast Regional Wildlife working group; they are quite active on the Coast. Their next meeting is December 6, 2017 at the Toquaht Nation Government Office. Interested in going; Yuulu?i?ath First Nation taking charge and definite value in participating. Meetings will be at different Government Offices, and to keep the momentum going would like to host the meeting at the District Office.
- Breakfast with Santa on Saturday, December 9, 2017 at the Ucluelet Community Centre from 8:30am - 10:30am.
- There was talk of moving the Edge to Edge Marathon to October, however late June works better for planning.
- Ambassador program talk.
- Casino Night was on November 18, 2017. Small crowd but the event went well.
- AGM January 25, 2018 from 7pm - 9pm; location TBA. Ursula is stepping down, and taking a leave until the AGM where her seat would be filled.

**Tourism Ucluelet**

- Tourism Tofino will not be contributing any monies to assist Tourism Ucluelet with visitor services. The Pacific Rim Visitor Centre (PRVC) is really a regional centre, and to have them not contribute for the 3rd year in a row is disappointing. The PRVC will now focus on representing the south peninsula. Council to work with Tourism Ucluelet on this further.

**10.4** Councillor Randy Oliwa  
*Deputy Mayor January – March*

**Harbour Advisory Committee**

- Meets tomorrow, November 29th at 7:30pm.

**Aquarium Board**

- AGM Thursday, November 30, 2017.
- Aquarium's Release Party is on Saturday, December 9, 2017 at 8pm

### **Education Liaison**

- Elementary School enrollment statistics: 232 students

## **10.5 Mayor Dianne St. Jacques**

### **Alberni-Clayoquot Regional District Board**

- Flooding problems at Sprout Lake

### **Pacific Rim Arts Society**

- Attended the AGM.
- They had a report from their Executive Director.
- The Missoula Theatre will be coming back to Ucluelet
- They had their elections for their Board: Myles Morrison, Sandra Hinder, Marla Thirsk, Mark Penny, Hjalmer Wenstov, Sharon Sandford and Deloras Baswick
- Signy Cohen received the annual award from the Society for her work and support of the arts. This was really well deserved.

### **Whale Fest Committees**

- AGM was on November 16, 2017 at the Black Rock Resort
- Next year's event will be held March 10-25, 2018
- Lots of work to be done, and they are looking for Directors

### **Ucluelet Health Centre Working Group**

- Conversation with Marie Duperreault, no current news. No movement forward until the new year when it goes to their budget process.
- Their request for proposals for Mental Health space went unanswered. They were looking for a new short-term space.
- No update on the heli-pad, but it is moving forward.
- The lab technician is gone, and they haven't been able to find someone to fill that position. Their lab hours have changed and are now limited until they can find a replacement.

2016-302

**It was moved by Councillor Noel and seconded by Councillor Oliwa.**

THAT Council accept all committee reports.

CARRIED.

## 11. REPORTS

### 11.1 2017/2018 DCC Review - Funding and Consultant Contract *Bruce Greig, Manager of Community Planning*

It was moved by Councillor McEwen and seconded by Councillor Oliwa

*THAT Council approve recommendation 1 of report item, "2017/2018 DCC Review - Funding and Consultant Contact" which states:*

- 1. THAT Council authorize staff to engage Urban Systems to complete a Development Cost Charge bylaw and consultation process, for a maximum fee of \$21,500, and approve the funding allocation as outlined within the body of this Report.*

CARRIED.

### 11.2 Development Permit for 266 Boardwalk Boulevard *John Towgood, Planner 1*

It was moved by Councillor Oliwa and seconded by Councillor McEwen

*THAT Council approve recommendation 1 of report item, "Development Permit for 266 Boardwalk Boulevard" which states:*

- 1. THAT Council approve Development Permit DP17-10 for Lot 27, Plan VIP66186, P.I.D. 023-956-925 (266 Boardwalk Boulevard).*

CARRIED.

### 11.3 Community Emergency Preparedness Fund and Emergency Social Services *Karla Robison, Environmental & Emergency Services Manager*

It was moved by Councillor McEwen and seconded by Councillor Mole

*THAT Council approve recommendation 1 of report item, "Community Emergency Preparedness Fund and Emergency Social Services", which states:*

- 1. THAT Council support Staff in the application for an Emergency Social Services (ESS) grant affiliated with the Community Emergency Preparedness Fund (CEPF) that is administered by the Union of British Columbia Municipalities (UBCM) for the amount of \$16, 499.42.*

CARRIED.

### 11.4 2017 Holiday Season Office Hours *Mark Boysen, Chief Administrative Officer*

It was moved by Councillor Noel and seconded by Councillor McEwen

*THAT Council approve recommendation 1 of report item, "2017 Holiday Season Office Hours", which states:*

- 1. THAT Council authorize the closure of the Municipal Hall, Community Centre and the Public Works and Parks departments for the 2017*

holiday season.

CARRIED.

**12. LEGISLATION**

**13. LATE ITEMS**

**14. NEW BUSINESS**

**14.1 Councillor Noel**

- Requested to attend the West Coast Regional Wildlife Working Group on December 6, 2017 at the Toquaht Nation Government Office and to host the next meeting.
- Spoke to Susan with the Community Forest Association and will be receiving information on best practices from their Board of Directors. Will also provide Mark Boysen, CAO with her contact information for future communications.
- Spoke to the issue of housing in Ucluelet, and is looking for support on secondary dwellings on existing properties. Requesting a motion to request Staff to provide Council with current bylaws and regulations. Mayor St. Jacques advised Staff is already working on putting together an affordable housing committee report with recommendations. Mark Boysen, CAO advised more information will be available at the December 12, 2017 Regular Council meeting.
- Questioned if there were any updates on the Highway construction. Mark Boysen, CAO advised that the Ministry of Transportation will be appearing as a Delegation at the December 12, 2017 Regular Council meeting.

**It was moved by Councillor Noel and seconded by Councillor McEwen**

*THAT Council support Councillor Noel's request to attend the West Coast Regional Wildlife Working Group on December 6, 2017 at the Toquaht Nation's Government Office.*

CARRIED.

**It was moved by Councillor Noel and seconded by Councillor McEwen**

*THAT Council support Councillor Noel's request to host and provide lunch for the January meeting for the West Coast Regional Wildlife Working Group.*

CARRIED.

**14.2 Councillor Oliwa**

- Attended the Tofino Housing weekend; they hired Ian Scott. They are doing great work there and it would be nice to work with what they are doing and make it a priority here too.
- Raised concerns about the lack of new line painting on the

highway.

- Questioned if the Coast Smart signage has arrived yet. Karla Robison, Environmental & Emergency Services Manager advised they have been ordered.

**It was moved by Councillor Noel and seconded by Councillor McEwen**

*THAT Council direct Staff to contact EMCON to discuss line painting on the highway, especially the white line for safety purposes.*

CARRIED.

#### **14.3 Councillor Mole**

- Discussed the topic of street lights and the amount of street lights that are currently burnt out, or not working correctly. Mark Boysen, CAO advised that he is currently working with Staff to address this issue.

**It was moved by Councillor Oliwa and seconded by Councillor Mole**

*THAT Council save \$2,500 by declining Urban System's initial presentation to Council to reduce the maximum fee to \$21, 500.*

CARRIED.

#### **15. QUESTION PERIOD**

##### **15.1 Council received questions and comments from the public pertaining to:**

- Tofino's lack of investment in The Pacific Rim Visitors Centre and future partners/investors.

#### **16. CLOSED SESSION**

#### **17. ADJOURNMENT**

##### **17.1 Mayor St. Jacques adjourned the regular meeting at 9:14 p.m.**

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, November 28, 2017 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

  
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Dianne St. Jacques  
Mayor

  
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Mark Boysen  
CAO