

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD ELECTRONICALLY AND IN THE GEORGE FRASER ROOM IN THE
UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Thursday, February 15, 2024 at 4:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, Kennington, and Maffei
 Staff: Duane Lawrence, Chief Administrative Officer
 Bruce Greig, Director of Community Planning
 Abby Fortune, Director of Community Services
 Joseph Rotenberg, Manager of Corporate Services

Regrets:

1. CALL TO ORDER

The February 15, 2024, Regular Council Meeting was called to order at 4:00 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

2.1 Letter of Support Request - Ucluelet Racquet Sports Club

Penny Jones, Ucluelet Racquet Sports Club, Board of Directors

2024.2048.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council amend the February 15, 2024, Regular Council Meeting Agenda by adding the late item, "Letter of Support Request - Ucluelet Racket Sports Club" as item 10.2, and renumbering the remaining correspondence items.

CARRIED.

3. APPROVAL OF THE AGENDA

3.1 February 15, 2024, Regular Council Agenda

2024.2049.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the February 15, 2024, Regular Council Meeting Agenda be adopted as amended.

CARRIED.

4. ADOPTION OF MINUTES

4.1 January 8, 2024, Special Council Meeting Minutes

2024.2050.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the January 8, 2024, Special Council Meeting minutes be adopted as presented.

CARRIED.

4.2 January 9, 2024, Regular Council Meeting Minutes

2024.2051.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the January 9, 2024, Regular Council Meeting minutes be adopted as presented.

CARRIED.

4.3 January 23, 2024, Regular Council Meeting Minutes

2024.2052.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the January 23, 2024, Regular Council Meeting minutes be adopted as presented.

CARRIED.

4.4 October 19, 2023 Regular Harbour Authority Meeting Minutes

2024.2053.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the October 19, 2023, Regular Harbour Authority Meeting Minutes be adopted as presented.

CARRIED.

5. PUBLIC INPUT & DELEGATIONS

5.1 Delegations

Jessica Dunn & Tom Rattray, Harbour Air Re: Starting Flight Operations in Ucluelet

The delegate provided details about Harbour Air's proposed new service to the Ucluelet Harbour which would involve two flights per day from June to October. The delegate further outlined the benefits of this service to the community, potential noise abatement procedures and next steps.

6. PUBLIC HEARINGS

The Mayor reviewed the public hearing rules and Staff outlined how members of the public could participate in the hearing in-person and electronically. Staff

further noted that all related documents were available for review at the place of the meeting.

6.1 District of Ucluelet Zoning Amendment Bylaw No. 1335, 2023 & Development Variance Permit DVP23-12 (256 Matterson Drive)

The public hearing was opened at 4:22 PM.

6.1.1 Proposed Bylaw & Background Information

Staff provided an overview of Bylaw No. 1335, 2023 and Development Variance Permit DVP23-12 in general terms.

6.1.2 Related Written Correspondence Received During the Notice Period

There was no written correspondence on the proposed Bylaw or Development Variance Permit.

6.1.3 Applicant Presentation

The applicant's agent outlined the purpose of the zoning amendment and development variance permit which includes creating an additional housing unit.

6.1.4 Public Input

The Mayor called three times for members of the public to provide public input on the Zoning Amendment Bylaw and the Development Variance Permit.

There was no public input.

The public hearing was closed at 4:34 PM.

6.2 District of Ucluelet Zoning Amendment Bylaw No. 1336, 2024 (Forbes Road Food Bank)

The Mayor opened this public hearing at 4:36 PM.

6.2.1 Proposed Bylaw and Background Information

Staff provided an overview of the Bylaw No. 1336, 2024 in general terms.

6.2.2 Related Correspondence Received During the Notice Period

There was no written correspondence on the proposed Bylaw.

6.2.3 Public Input

The Mayor called three times for members of the public to provide public input on the Zoning Amendment Bylaw.

There was no public input.

This public hearing was closed at 4:39 PM.

7. UNFINISHED BUSINESS

There was no unfinished business.

8. REPORTS

8.1 Fire and Emergency Services 2023 Annual Report
Rick Geddes, Fire Chief

Chief Geddes presented this information report. The Mayor noted the Fire Department will host a Spout Ball game on March 16th to kickoff the 2024 Whale Festival. Chief Geddes noted that it is the 75th anniversary of the Fire Department.

8.2 Harbour Manager Report - February 15, Update
Kevin Cortes, Harbour Manager

The Harbour Manager presented this report.

8.3 Whiskey Dock Expansion Project
Kevin Cortes, Harbour Manager & Abby Fortune, Director of Community Services

Ms. Fortune presented this report. In response to Council questions Ms. Fortune clarified that float planes would be moored at the existing docks at Whiskey Dock, rather than at the proposed expanded dock facility.

2024.2054.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council, acting as the Harbour Authority, approve the Whiskey Dock Expansion project as described in Report No. 24-12 up to a maximum of \$30,000 for 2024.

CARRIED.

8.4 Small Craft Harbour Head Lease Renewal
Abby Fortune, Director of Community Services

Ms. Fortune presented this report.

2024.2055.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council, acting as the Harbour Authority, authorize the Corporate Officer to execute the Head Lease as proposed by the Department of Fisheries Small Craft Harbour under Section 4 (2) of the Federal Real

Property Regulations (SOR/92-502) and acting through the Regional Director of Small Craft Harbours by virtue of a delegation under Section 3 of the Federal Real Property and Federal Immovables Act (S.C. 1991, chapter 50) for the term of five years 2022 to 2027 between the District of Ucluelet and Department of Fisheries Small Craft Harbour.

CARRIED.

**8.5 Short-Term Rental Accommodations Act: Opt-in Options
Bruce Greig, Director of Community Planning**

Mr. Greig presented this report.

2024.2056.REGULAR *IT WAS MOVED AND SECONDED:*

1. THAT Council not “opt in” to the Provincial principal residence requirement under the Short-Term Rental Accommodations Act for properties operating short-term rental accommodation at this time; and,

2. THAT Council direct staff to report back within the next year as greater detail becomes available on how the new legislation and regulations will apply to different classes of accommodation service providers in addition to hotels and motels.

CARRIED.

**8.6 Legislative Changes Related to Public Hearings
Joseph Rotenberg, Manager of Corporate Services**

Mr. Rotenberg presented this report.

2024.2057.REGULAR *IT WAS MOVED AND SECONDED:*

THAT, when public hearings are prohibited under section 464 of the Local Government Act, Council direct Staff to present the draft zoning amendment bylaw for the first time to Council after notice has been given in accordance with section 467 of the Local Government Act.

CARRIED.

9. NOTICE OF MOTION

There were no notices of motion.

9.1 Procedural motion to recess the meeting

2024.2058.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the meeting be recessed for five minutes.

CARRIED.

The meeting was recessed at 6:13 PM and resumed at 6:22 PM.

10. CORRESPONDENCE

10.1 Redd Fish - Letter of Support Request

Jessica Hutchinson, Redd Fish, Executive Director

Councillor Maftei left for the remainder of the meeting at 6:13 PM.

2024.2059.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council provide Redd Fish Restoration Society with a letter of support
for their Stewardship Centre project.*

CARRIED.

**10.2 Letter of Support Request - Ucluelet Racquet Sports Club
Penny Jones, Ucluelet Racquet Sports Club, Board of Directors**

It was noted that the Rec Hall at Sea Plane Base Road is at the end of its useful life and there are plans to demolish and replace it in the next five to seven years.

2024.2060.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council draft a letter of support for the Ucluelet Racquet Sports Club to
support their grant application regarding the Sea Plane Base renovation
project.*

CARRIED.

**10.3 Seniors' Luncheon Invitation
Pat Sieber, Board Chair, Sea View Seniors' Housing Society -
Forest Glen**

**10.4 Legislative Reform Initiative Update
Vanessa Craig, Chair, Regional District of Nanaimo**

11. INFORMATION ITEMS

**11.1 Harbour Authority Resolution Tracker - February 15, 2024
Abby Fortune, Director of Community Services**

**11.2 Monthly RCMP Policing Report, January 2024, Ucluelet Detachment
"E" Division
Sgt. Marc Jones, Ucluelet Detachment**

**11.3 Request for Illumination of the District Sign in Purple on March
26th, 2024
Deirdre Syms, Executive Director, BC Epilepsy Society**

2024.2061.REGULAR *IT WAS MOVED AND SECONDED:
THAT the District illuminate the sign at the Junction in purple for World
Epilepsy Day on March 26, 2024.*

CARRIED.

**11.4 Forest Enhancement Society of BC Funded Projects
Steven F. Kozuki, Executive Director, Forest Enhancement Society
of BC**

11.5 Consultation on 2024 Marine Finfish Licence Reissuance and

Conditions

Aquaculture Management Division, Fisheries and Oceans Canada

11.6 Alberni-Clayoquot Regional District Launches FireSmart Home Partnership Program

Heather Thomson, ACRD Communications Coordinator

12. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

12.1 Councillor Shawn Anderson

Deputy Mayor, April 1 - June 30

Councillor Anderson attended the Local Government Leadership Association (LGLA) Conference from January 31 to February 2. He noted discussions related to legislative changes including Development Cost Charges, Amenity Cost Charges and requirements to pre-zone areas for residential development.

12.2 Councillor Jennifer Hoar

Deputy Mayor, January 1 - March 31

Councillor Hoar attended the LGLA conference from January 31 to February 2. She noted interesting workshops and discussion related to housing. Specifically, a presentation by the Natural Asset Initiative which provides assistance with natural asset assessments.

On February 8, Councillor Hoar attended the District of Ucluelet Committee of the Whole meeting where grant in aid and in-kind applicants presented their applications for funding or in-kind support.

On February 11, Councillor Hoar attended the 2024 Vancouver Island Regional Library (VIRL) Annual General Meeting. VIRL reported that 38% of interactions are now virtual, and only 37% of population within the VIRL service area hold library cards. Councillor Hoar noted the useful e-resources available through the VIRL.

On February 14, Councillor Hoar attended the Ground Fish Trawl Advisory Committee meeting where the enhanced monitoring program for the salmon bycatch in the hake fishery was discussed.

12.3 Councillor Ian Kennington

Deputy Mayor, July 1 - September 30

Councillor Kennington attended the LGLA conference January 31 to February 2. He noted a housing legislation workshop which included discussion on pre-zoning to meet the next twenty years of housing demands. He also noted helpful conversation related to Development Cost Charges and Amenity Cost Charges.

12.4 Councillor Mark Maffei
Deputy Mayor, October 1 - December 31

12.5 Mayor Marilyn McEwen

On January 24, Mayor McEwen attended the Alberni-Clayoquot Regional District (ACRD) Committee of the Whole meeting where 19 proposed initiative cases were presented for consideration during the budget process.

On January 24, the Mayor also attended the ACRD Board of Directors meeting. She noted the West Coast Landfill compost cover building contract was awarded, and a resolution that will be forwarded to the Association of Vancouver Island Coastal Communities to request the Ministry of Transportation work with communities with only one access road to assess alternate routes through forestry roads.

On January 25, the Mayor attended the Minato Bay Open House at the Ucluelet Community Centre and on January 26, the Mayor attended an Island Health update where local health statistics were presented.

Mayor McEwen attended the LGLA conference from January 31 to February 2. The Mayor noted a workshop on the provincial housing bills that were introduced in Fall 2023, a presentation on the August wildfire in West Kelowna, and the Natural Asset Infrastructure program.

On February 7, the Mayor attended the ACRD Committee of the Whole meeting for grant in-aid requests. There were 43 requests.

On February 8, the Mayor attended the District of Ucluelet Committee of the Whole where grant in aid and in-kind requests were presented.

On February 9, the Mayor attended the ACRD Transportation Committee Meeting. She noted the ACRD is committing \$70,000 towards a consulting firm to analyze studies which have been completed on alternate access routes to the communities.

On February 14, the Mayor attended the ACRD Committee of the Whole Meeting, where departments presented their budgets. The Mayor also attended the ACRD board meeting, where VIRL presented their budget. VIRL's budget has increased by 15% since last year.

13. QUESTION PERIOD

There were no questions.

14. CLOSED SESSION

14.1 Procedural Motion to Move In-Camera

2024.2062.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the meeting be closed to the public pursuant to the following sections of the Community Charter:

- 90(1)(c) labour relations or other employee relations;
- 90(1)(g) litigation or potential litigation affecting 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 6:55 PM and returned to open session at 8:23 PM.

15. ADJOURNMENT

The meeting was adjourned at 8:23 PM.

CERTIFIED CORRECT:



Duane Lawrence, Corporate Officer



Marilyn McEwen, Mayor



Certified Fair and Accurate, Joseph Rotenberg, Manager of Corporate Services