

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
Tuesday, March 12, 2024 at 4:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, Kennington, and Maftai
 Staff: Duane Lawrence, Chief Administrative Officer
 Jeffrey Cadman, Director of Finance
 Bruce Greig, Director of Community Planning
 Abby Fortune, Director of Community Services
 Joseph Rotenberg, Manager of Corporate Services
 Nancy Owen, Executive Assistant

Regrets:

1. CALL TO ORDER

The 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 were 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 12, 2024, Regular Council Meeting Agenda

2024.2078.REGULAR *IT WAS MOVED AND SECONDED:*

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

CARRIED.

4. ADOPTION OF MINUTES

4.1 February 8, 2024, Regular Committee of the Whole Minutes

2024.2079.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the February 8, 2024, Regular Committee of the Whole Minutes be adopted as presented.

CARRIED.

4.2 February 15, 2024, Regular Council Meeting Minutes

2024.2080.REGULAR *IT WAS MOVED AND SECONDED:
THAT the February 15, 2024, Regular Council Meeting Minutes be adopted as presented.*

CARRIED.

4.3 February 26, 2024, Special Council Meeting

2024.2081.REGULAR *IT WAS MOVED AND SECONDED:
THAT the February 26, 2024, Special Council Meeting Minutes be adopted as presented.*

CARRIED.

4.4 February 27, 2024, Regular Council Meeting

2024.2082.REGULAR *IT WAS MOVED AND SECONDED:
THAT the February 27, 2024, Regular Council Meeting Minutes be adopted as presented.*

CARRIED.

5. PUBLIC INPUT & DELEGATIONS

5.1 Delegations

**Nigel Gray and Paul Koopman, McDonald Gray Consultants / dHK
Architects & Property Owners
Re: Lot 1 - District Lot 1 / Land Use Discussion - Vision for the
Property**

The Delegates presented their vision for the property located on Lot 1 near Big Beach Park. The Delegates' presentation included a power point presentation and 3D rendering. Their vision includes a pub, 12 tourist accommodation units, 12 micro rental housing units and five townhouses.

Council provided input on the vision.

2024.2083.REGULAR *IT WAS MOVED AND SECONDED:
THAT section 18.3 of the Council Procedure Bylaw, which limits the number of delegations to two, be suspended for the duration of this meeting to allow a third delegation.*

CARRIED.

**Eddie Kunderman, Operations Manager, Alberni-Clayoquot
Regional District
Re: West Coast Transit Service**

The Delegate did not present.

Teri Fong, Chief Financial Officer, Alberni-Clayoquot Regional District
Re: Alberni-Clayoquot Regional District Budget

Ms. Fong outlined the Alberni-Clayoquot Regional District's 2024-2028 Draft Financial Plan, services provided to the District of Ucluelet and the 2024 ACRD tax requisition for the District. The Delegate also noted their 2024 projects and service agreements with the District to be updated.

6. UNFINISHED BUSINESS

There was no unfinished business.

7. BYLAWS

7.1 Zoning Amendment for 1626 Larch Road

John Towgood, Municipal Planner

2024.2084.REGULAR *IT WAS MOVED AND SECONDED:*
THAT Council give first, second, and third reading of the Ucluelet Zoning Amendment Bylaw No. 1332, 2024.

CARRIED.

2024.2085.REGULAR *IT WAS MOVED AND SECONDED:*
THAT Council adopt Ucluelet Zoning Amendment Bylaw No. 1332, 2024

CARRIED.

8. REPORTS

8.1 2024 Grant in Aid & In-Kind Contributions Award

Abby Fortune, Director of Community Services

Councillor Maftai recused himself due to a conflict of interest as the Raincoast Education Society is applying for a Grant in Aid and he is that Society's Executive Director. Councillor Maftai left the room at 4:45 PM.

Council noted that Grants in Aid are for specific projects and requested that Staff present amendments to the Grant in Aid and In-Kind Contribution Policy. Council further noted the need to meet with School District 70 to discuss funding curriculum provided by Raincoast Education Society to SD70 students. Staff will coordinate a meeting between Council and SD70.

2024.2086.REGULAR *IT WAS MOVED AND SECONDED:*
THAT Council approve the Grants in Aid and In-Kind contributions for 2024 as presented in Appendix B, "Schedule of 2024 Grants in Aid and Council Contribution Requests" attached to staff report No. 24-21.

CARRIED.

8.2 Development Variance Permit for 1626 Larch Road

John Towgood, Municipal Planner

Councillor Maftai reentered the meeting at 5:03 PM after item 8.1 was dealt with.

Council provided the applicant with an opportunity to speak. The applicant did not present.

Council provided an opportunity for the public to comment on the proposed Development Variance Permit. There was no public input.

2024.2087.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize the Director of Community Planning to execute and issue Development Variance Permit 24-01.*

CARRIED.

**8.3 Development Permit - 1671 Cedar Road (Whiskey Land Phase 2)
Bruce Greig, Director of Community Planning**

The Mayor noted recent correspondents from the applicant and that the applicant was unavailable to attend the meeting.

The applicant was invited to speak. The applicant did not address Council.

2024.2088.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council defer a decision on issuing permits for the proposed development at 1671 Cedar Road until the applicant provides a valid certificate of compliance for the proposed multi-family use of the site – or other form of determination or release from the Ministry of Environment – and a landscape plan, noting that under section 9.1 of the Ucluelet Development Application Procedures Bylaw, “every application that has outstanding information requirements for a period greater than nine (9) months is deemed to have been abandoned, with fees forfeited.”*

CARRIED.

**8.4 Finance Officer Appointment
Duane Lawrence, Chief Administrative Officer**

Duane Lawrence introduced Jeffery Cadman, the District of Ucluelet Director of Finance.

2024.2089.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council rescind the appointment of Duane Lawrence as the District of Ucluelet Finance Officer effective March 12, 2024.*

CARRIED.

2024.2090.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council appoint Jeffery Cadman as a District of Ucluelet authorized signatory effective March 12, 2024.*

CARRIED.

2024.2091.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council appoint Jeffery Cadman as the District of Ucluelet Finance Officer in accordance with Section 149 of the Community Charter and the District of Ucluelet Officers and Officials Bylaw No. 1315, effective March 12, 2024.*

CARRIED.

2024.2092.REGULAR *IT WAS MOVED AND SECONDED:*
THAT Council appoint the Director of Finance as the authorized Collector.

CARRIED.

9. NOTICE OF MOTION

There were no notices of motion.

10. CORRESPONDENCE

10.1 Follow up to Senior Advocates Visit
Patricia Sieber, Chair, Sea View Seniors Housing Society

2024.2093.REGULAR *IT WAS MOVED AND SECONDED:*
THAT this letter be referred to Staff.

CARRIED.

10.2 Grant in Aid Extension Request
Patricia Sieber, Chair, Sea View Seniors Housing Society

11. INFORMATION ITEMS

11.1 AVICC's 75th AGM & Convention - Request for photos, and shared experiences from your community
Theresa Dennison, Executive Coordinator, Association of Vancouver Island and Coastal Communities

11.2 Request for a greeting letter to Shen Yun Performing Arts on Canada tour 2024
Sue Zhang, Falun Dafa Association of Vancouver

12. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

12.1 Councillor Shawn Anderson
Deputy Mayor, April 1 - June 30, 2024

Councillor Anderson attended the Seniors Advocate Meeting and noted the lack of services available in rural areas when compared to urban areas. He noted the resilience of rural residents. Further discussion on this topic will be had with Island Health on April 12, 2024.

Councillor Anderson attended the Pacific Rim Region Coastal Safety Coordination Meeting, where attendees discussed reinstating the lifeguard program in the Pacific Rim National Park which was in place for 36 years and eliminated in 2012. He noted that there is a gap in responsibility which covers the surf zone.

12.2 Councillor Jennifer Hoar
Deputy Mayor, January 1 - March 31, 2024

Councillor Hoar noted that it is the Mayor's Birthday.

12.3 Councillor Ian Kennington
Deputy Mayor, July 1 - September 30, 2024

Councillor Kennington also attended the Seniors Advocate Luncheon, noted housing challenges and accessibility issues specific to seniors.

12.4 Councillor Mark Maftei
Deputy Mayor, October 1 - December 31, 2024

Councillor Maftei encouraged resident to attend the Raincoast Education Society's Annual General Meeting on March 13th at 5:30 PM.

12.5 Mayor Marilyn McEwen

Mayor McEwen attended two presentations regarding the West Coast Transit System and noted that it will start on April 2nd. The Mayor presented the service logistics and rollout.

On February 28th the Mayor attended a West Coast Committee meeting where Airport leases were reviewed and Transit Systems were discussed. On this date, the Mayor also attended the Seniors Advocate Luncheon and the Alberni-Clayoquot Regional (ACRD) Board meeting where the draft Financial Plan was presented. The Financial Plan was further considered at the March 6th ACRD Committee of the Whole meeting.

On February 29th, the Mayor attended a meeting with several mayors, where challenges and successes were shared and on March 1st, the Mayor attended an Island Coast Economic Trust meeting where three projects were approved including a project at Naa'Waya'Sum Gardens art gallery at the Clayoquot Campus.

On March 4th, the Mayor attended the Coastal Safety Prevention Regional Coordination Meeting where reinstatement of the lifeguard program was discussed. A motion is being crafted intended to lobby the Federal Government to reinstate this program.

On March 7th, the Mayor attended the Resort Community Collaborative Meeting, a monthly online meeting of 14 Mayors in resort municipalities.

On March 13th, a meeting will be held between the Minister of Tourism staff and Whistler staff to discuss expanded uses of the Municipal and Regional District Tax (MRDT) program to fund infrastructure. The Mayor will also attend two ACRD Meetings, one hosted by Island Health, and an ACRD Board Meeting.

13. QUESTION PERIOD

13.1 Patricia Sieber

Patricia Sieber thanked Council for attending the Seniors Advocate Meeting

and emphasized the need for more seniors programming and the coordination and communication of these services. The member of the public requested that Council discuss these issues with Island Health.

13.2 Andy Herridge

Andy Herridge requested an update on approvals for the First Light Affordable Housing Project (also known as the Lot 13 Marine Drive Affordable Housing Project). Staff noted that a Special Council meeting may be scheduled to consider related recently received agreements.

He further recommended Council engage with Coast Smart, regarding the proposed motion regarding lifeguard services in the Pacific Rim National Park.

13.3 Judy Gray

Judy Gray noted substantial delays with the First Light Affordable Housing Project. She recommended the District of Ucluelet's process be reviewed.

14. CLOSED SESSION

There was no closed session.

15. ADJOURNMENT

15.1 Motion to Adjourn

2024.2094.REGULAR *IT WAS MOVED AND SECONDED
THAT the March 12, 2024, Regular Council Meeting be adjourned.*

CARRIED.

The meeting was adjourned at 6:12 PM

CERTIFIED CORRECT:

Duane Lawrence, Corporate Officer

Marilyn McEwen, Mayor