



## REGULAR MEETING OF COUNCIL

Held Electronically and in the George Fraser Community Room,  
Ucluelet Community Centre, 500 Matterson Drive, Ucluelet  
**Tuesday, February 25, 2025 @ 4:00 PM**

### MINUTES

Present:       **Chair:**           Mayor McEwen  
                  **Council:**       Councillors Anderson (via Zoom), Hoar (via Zoom), Kennington, and Maftei  
                  **Staff:**           Duane Lawrence, Chief Administrative Officer  
                          Bruce Greig, Director of Community Planning  
                          Abby Fortune, Director of Community Services  
                          Jeffrey Cadman, Director of Finance  
                          Nancy Owen, Executive Assistant

Regrets:

#### 1. CALL TO ORDER

The February 25, 2025 Regular Council Meeting was called to order at 4:00 PM.

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

**Council acknowledged 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 was being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.**

##### 1.3 PROCEDURAL MOTION TO PERMIT MEMBERS TO ATTEND THE MEETING ELECTRONICALLY

2025.2065.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** Council suspend sections 10.5 (ii) and 10.6. (b) of the Council Procedure Bylaw until December 31, 2025, to allow Councillors to:

- *attend more than four in-person Council meetings electronically; and*
- *to allow Councillors to attend in-person Closed Council meetings electronically.*

CARRIED.

**2. LATE ITEMS**

**2.1 Matterson Reservoir Property Non-Market Housing Development  
Bruce Greig, Director of Community Planning**

**2.2 Additional Budget Feedback Correspondence**

**2.3 Additional Budget Feedback Correspondence 2**

**2.4 Correspondence Related to Matterson Reservoir Property Non-Market Housing Development**

2025.2066.REGULAR *IT WAS MOVED AND SECONDED:*

*THAT Council amend the February 25, 2025 Regular Council Meeting by:*

- Adding the Late Item titled “Matterson Reservoir Property Non-Market Housing Development” as item 6.1. under Unfinished Business;*
- Adding the Late Item “Additional Budget Feedback Correspondence” to item 7.1.;*
- Adding the Late Item “Additional Budget Feedback Correspondence 2” to item 7.1.; and*
- Adding the Late Item “Correspondence Related to Matterson Reservoir Property Non-Market Housing Development” to item 6.1.*

CARRIED.

**2.5 PROCEDURAL MOTION TO ADD A LATE ITEM TO THE CLOSED AGENDA**

2025.2067.REGULAR *IT WAS MOVED AND SECONDED:*

*THAT the following section be added under item 14.1.:*

- 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.*

CARRIED.

**3. APPROVAL OF THE AGENDA**

**3.1 February 25, 2025, Regular Council Meeting Agenda**

2025.2068.REGULAR *IT WAS MOVED AND SECONDED:*

*THAT the February 25, 2025, Regular Council Meeting Agenda be adopted as amended.*

CARRIED.

**4. ADOPTION OF MINUTES**

**4.1 November 5, 2024, Regular Committee of the Whole Meeting Minutes**

2025.2069.REGULAR *IT WAS MOVED AND SECONDED:*

*THAT the November 5, 2024, Regular Committee of the Whole Meeting Minutes be adopted as presented.*

CARRIED.

#### **4.2 November 12, 2024, Regular Council Meeting Minutes**

2025.2070.REGULAR *IT WAS MOVED AND SECONDED:*

*THAT the November 12, 2024, Regular Council Meeting Minutes be adopted as presented.*

CARRIED.

#### **4.3 November 26, 2024, Regular Council Meeting Minutes**

2025.2071.REGULAR *IT WAS MOVED AND SECONDED:*

*THAT the November 26, 2024, Regular Council Meeting Minutes be adopted as presented.*

CARRIED.

### **5. PUBLIC INPUT & DELEGATIONS**

#### **5.1 Procedural motion to allow for more than 2 delegations.**

2025.2072.REGULAR *IT WAS MOVED AND SECONDED:*

*THAT Council suspend section 18.3 of the Council Procedure Bylaw for the duration of this meeting to allow additional delegations.*

CARRIED.

#### **5.1 Delegations**

**Dr. Charmaine Enns, Medical Health Officer, Island Health  
Re: MHO Report on Community Impacts of Alcohol**

Dr. Enns presented a report on the community impacts of alcohol and provided key strategies that communities could implement for improvement.

**Daniel Sailland, Chief Administrative Officer and Shane Koren, Manager of Financial Services, Alberni-Clayoquot Regional District (ACRD)  
Re: Draft Financial Plan**

Mr. Sailland and Mr. Koren presented the ACRD's 2025 - 2029 Draft Financial Plan, to be adopted by March 31st, 2025.

**Michelle Hall, Donor Relations & Biosphere Centre Campaign, Clayoquot Biosphere Trust  
Re: Grants in Aid - UNESCO Biosphere Region 25th Celebration**

Ms. Hall provided an update on the upcoming Biosphere Region

Community Celebration as the society will be celebrating its 25th year in the region.

**Jill McQuaid, Housing Manager and Laurie Hannah,  
Executive Director, Westcoast Community Resources  
Society**

**Re: Affordable Housing and WCRS**

Ms. McQuaid and Ms. Hannah provided an update on their transitional housing program.

## **6. UNFINISHED BUSINESS**

### **6.1 Matterson Reservoir Property Non-Market Housing Development Bruce Greig, Director of Community Planning**

2025.2073.REGULAR *IT WAS MOVED AND SECONDED:*

*THAT Council direct staff to develop and issue a Request for Expressions of Interest for a non-profit housing partner and a grant submission to the Community Housing Fund for the development and operation of a 50-unit affordable housing project on the future Lot A of the Matterson Reservoir Property.*

CARRIED.

## **7. BYLAWS**

### **7.1 Five-Year Financial Plan Bylaw - Adoption Jeffrey Cadman, Director of Finance**

Council took a five minute break at 6:06 PM and returned to session at 6:15 PM.

Council recommended that the bylaw be postponed for adoption until the ongoing public feedback period comes to a close on March 10th, 2025.

## **8. REPORTS**

### **8.1 Ucluelet Aquarium Society - Public Washrooms Management Abby Fortune, Director of Community Services**

Ms. Fortune provided a brief overview of this report.

2025.2074.REGULAR *IT WAS MOVED AND SECONDED:*

*THAT Council authorize the Ucluelet Aquarium Society to assume the management and operations of the public washrooms in the Ucluelet Aquarium building, subject to the establishment of a facilities agreement which establishes continued general public access requirements.*

CARRIED.

**9. NOTICE OF MOTION**

There were no notices of motion.

**10. CORRESPONDENCE**

**10.1 Ucluelet and Area Historical Society - Japanese Canadian Heritage Pavilion**

*Jacqueline Chamberland, Project Administrator*

Council directed staff to obtain more information as to the cost of the build and report back what the permitting costs would be.

**10.2 Signage Request: 4 Way Stop, Wildlife, No Fish Cleaning**  
*Sandy Corlazzoli, Ucluelet Resident*

Council referred this item to staff to come back with recommendations.

**11. INFORMATION ITEMS**

**11.1 Monthly Policing Report - January 2025**

*Sergeant Marc Jones, Ucluelet RCMP Detachment*

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

**12.1 Councillor Shawn Anderson**

*Deputy Mayor, April 1 - June 30, 2025*

**12.2 Councillor Jennifer Hoar**

*Deputy Mayor, January 1 - March 31, 2025*

**12.3 Councillor Ian Kennington**

*Deputy Mayor, July 1 - September 30, 2025*

**12.4 Councillor Mark Maffei**

*Deputy Mayor, October 1 - December 31, 2025*

**12.5 Mayor Marilyn McEwen**

Mayor McEwen attended:

- the Alberni-Clayoquot Regional District's Budget and Board Meetings on February 12th;
- a meeting with North Island College on February 13th;
- the West Coast Transit Committee meeting and a Lot 13 meeting on February 19th;
- a leadership meeting with MP Gord Johns and MLA Josie Osborne, and the Historical Society's event on February 20th.

**13. QUESTION PERIOD**

Matt Harbidge, Project Manager for the Ucluelet Historical Society wanted to answer earlier questions. Council confirmed that staff will contact the society for the requested information.

#### **14. CLOSED SESSION**

##### **14.1 Procedural Motion to Move In-Camera**

2025.2075.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the February 25, 2025, Regular Council 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)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and*
- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

CARRIED.

Council returned to open session at 7:53 PM

#### **15. ADJOURNMENT**

##### **15.1 Procedural Motion to Adjourn**

2025.2076.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the February 25, 2025 Regular Council Meeting be adjourned at 7:53 PM.*

CARRIED.

**CERTIFIED CORRECT:**

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Corporate Officer

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Marilyn McEwen, Mayor