

**DISTRICT OF UCLUELET**  
**MINUTES OF THE SPECIAL COUNCIL MEETING**  
**HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE**  
**Tuesday, January 31, 2023 at 5:30 PM**

Present:       **Chair:**           Mayor McEwen  
                  **Council:**       Councillors Anderson, Hoar, Kennington, and Maftai  
                  **Staff:**           Duane Lawrence, Chief Administrative Officer  
                          Donna Monteith, Chief Financial Officer  
                          Bruce Greig, Director of Community Planning  
                          Abby Fortune, Director of Parks and Recreation  
                          James MacIntosh, Director of Engineering Services  
                          Rick Geddes, Fire Chief  
                          Joseph Rotenberg, Manager of Corporate Services  
                          Sam Parent, Finance Manager  
                          Samantha McCullough, Executive Assistant

Regrets:

**1. CALL TO ORDER**

The meeting was called to order at 4:00 PM.

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

**Council acknowledged the Yuulu?il?ath First Nation, 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 on Zoom which may store data on foreign servers.**

**2. LATE ITEMS**

**2.1 BC Destination Development Grant**

***Abby Fortune, Director of Parks and Recreation***

2023.2023.SPECIAL *It was moved and seconded **THAT** the report titled "BC Destination Development Grant" be added to the agenda as Report Item 4.1. and the Agenda be renumbered accordingly.*

CARRIED.

**3. APPROVAL OF AGENDA**

**3.1 January 31, 2023, Special Council Meeting Agenda**

2023.2024.SPECIAL *It was moved and seconded **THAT** Council adopt the Agenda as amended.*

CARRIED.

#### 4. REPORTS

##### 4.1 BC Destination Development Grant *Abby Fortune, Director of Parks and Recreation*

Ms. Fortune presented this report. Council clarified that the washroom design is the same as the washrooms in the Cedar Hub Parking Lot.

2023.2025.SPECIAL *It was moved and seconded **THAT** Council approve an application for the Accessible Washroom Development Project through the BC Destination Development Fund in an amount of \$340,000.*

CARRIED.

##### 4.2 2023 - 2027 Five Year Financial Plan (Verbal Report) *Donna Monteith, Chief Financial Officer*

Ms. Monteith presented this report. She began by outlining the budget processes, then noted challenges and a number of budget adjustments since the last budget meeting.

Ms. Monteith and Duane Lawrence (Chief Administrative Officer), fielded Council questions related to the District's investment portfolio, Bylaw Officer Position, other proposed temporary positions, equipment loans, and allocating RMI funds to the Wild Pacific Trail.

Rick Geddes, Fire Chief, outlined the Fire and Emergency Services 2023 Capital Projects as well as future Capital Projects.

Abby Fortune, Director of Parks and Recreation, outlined the Village Green Playground and Inner Boat Basin Pathway (Safe Harbour Pathway) projects.

Bruce Greig, Director of Community Planning, outlined current and future initiatives to be funded through the Affordable Housing Reserve fund.

James MacIntosh, Director of Engineering, outlined the following projects: Village Green Revitalization Phase 1, Amphitrite House, Peninsula Road Revitalization, Peninsula Road Storm Water, Larch Road Multi Use Pathway, Water Supply Submarine Replacement Line, and the Victoria Lift Station Bypass. Mr. MacIntosh presented a vehicle replacement schedule. He also outlined the Water Treatment & Filtration Project, including potential revisions to the scope of the project.

Ms. Monteith and Mr. Lawrence outlined the implications of obtaining a \$13,000,000.00 loan to fund the Water Treatment Filtration Project.



Staff addressed Council questions related to local water metering as well as, alternative water treatment options.

Ms. Monteith provided an overview summary of all of the capital projects planned for 2023 and those that are being carried forward from 2022.

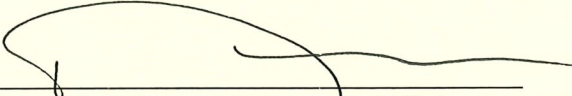
Ms. Monteith, provided an update on the District's Asset Management Program, Reserve Funds and outlined budget process next steps.

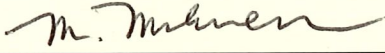
Council discussed options for soliciting public feedback on the budget. Staff provided information on providing in-person events related to the budget, such as an open house.

**5. ADJOURNMENT**

The meeting was adjourned at 7:25 PM.

**CERTIFIED CORRECT:** Minutes of the Special Council Meeting held on Tuesday, January 31, 2023 at 5:30 pm in the Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

  
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Duane Lawrence, Corporate Officer

  
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Marilyn McEwen, Mayor