

DISTRICT OF UCLUELET
Minutes of the Harbour Authority & Regular Council Meeting
held in the George Fraser Room, 500 Matterson Drive,
Ucluelet, BC on November 25, 2014 at 7:30 pm

COUNCIL PRESENT:

Mayor Irving
Councillor Lyons
Councillor Mole
Councillor Oliwa
Councillor Corlazzoli

STAFF PRESENT:

Andrew Yeates, CAO
Morgan Dossdall, Recording Secretary

CALL TO ORDER:

Mayor Irving called the meeting to order at 7:30 pm

STATEMENT BY THE MAYOR:

Mayor Irving congratulated and welcomed the three new Council-elect in the audience
Mayor Irving thanked and expressed his pride in the current Council for their hard work and dedication in working with staff on all the projects accomplished and believes that they have left a good legacy for the new Council

APPROVAL OF MINUTES:

ERRORS OR OMISSIONS:

- ❖ MIN-1, Page 7: Remove “building sites for Biosphere Centre” and replace with “building sites for Multiplex Centre”; remove “sites near airport” and replace with “sites near golf course”; amend name under Westcoast Community Resources Society to read “Faye Clayton”

MIN-1 October 28, 2014 Regular Council Minutes

Moved by Councillor Lyons and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT the October 28, 2014 Regular Council minutes be adopted as amended.*

Carried.

BUSINESS OUT OF THE MINUTES:

None

PUBLIC INPUT, DELEGATIONS & PETITIONS:

None

CORRESPONDENCE ITEMS:

C-1 Continuation Requirements for Municipal and Regional District Tax Program
Paul Flanagan, Executive Director, Ministry of Finance

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

BE IT RESOLVED: *THAT Council receive correspondence item C-1 for information.*

Carried.

C-2 Adoption Awareness Month

Hon. Stephanie Cadieux, Minister of Children and Family Development

Moved by Councillor Lyons and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council receive correspondence item C-2 for discussion.*

Carried.

Moved by Councillor Lyons and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council declare November as Adoption Awareness Month in Ucluelet to help raise awareness of adoption.*

Carried.

C-3 Municipal Spending Watch Report and Property Tax Gap Report

Richard Truscott, Director of Provincial Affairs, Canadian Federation of Independent Business

Moved by Councillor Mole and seconded by Councillor Lyons

BE IT RESOLVED: *THAT Council receive correspondence item C-3 for discussion.*

Carried.

C-4 Request to Relocate Crosswalk and Post 'No Parking' Signs at Ucluelet Elementary School

Roger Gudbranson, Resident

Moved by Councillor Corlazzoli and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council receive correspondence item C-4 for discussion.*

Carried.

Moved by Councillor Corlazzoli and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council direct staff to bring recommendations back to Council outlining options to prevent parking in the area adjacent to the Elementary School crosswalk.*

Carried.

INFORMATION ITEMS:

Moved by Councillor Mole and seconded by Councillor Lyons

BE IT RESOLVED: *THAT Council receive information items I-1 through I-15.*

Carried.

I-1 Update on High-speed Internet to the District of Ucluelet

Hon. Andrew Wilkinson, Minister of Technology, Innovation and Citizens' Services

- I-2 **UBCM Follow up on Recovery Planning and RCMP Staffing**
Hon. Suzanne Anton, Minister of Justice
- I-3 **UBCM Follow up on Agrifoods**
Hon. Norm Letnick, Minister of Agriculture
- I-4 **UBCM Follow up**
Hon. Mary Polak, Minister of Environment
- I-5 **UBCM Follow up on First Nations Legislation, Clayoquot Biosphere Board Participation, and Marine Planning Partnership for the North Pacific Coast.**
Anthony Danks, Executive Director, Ministry of Environment
- I-6 **UBCM Follow up on West Coast Health Network and Helipad Transport Canada Regulation**
Hon. Terry Lake, Minister of Health
- I-7 **Phase Two of Lost Shoe Creek Off-Channel Project**
Johnathan Tillie, Operations Manager, Ministry of Transportation
- I-8 **Coho Allocation in the Area G Troll Fishery**
Susan Farlinger, Regional Director General – Pacific Region, Fisheries and Oceans Canada
- I-9 **Deer in Ucluelet**
David White, Resident
- I-10 **Teamsters Canada Ad Campaign for Rail Safety**
Robert Bouvier, President, Teamsters Canada
- I-11 **West Coast Multiplex Memorandum of Understanding**
Cindy Solda, Alberni-Clayoquot Regional District
- I-12 **Tofino Complex Care Facility Drawing**
Derek Appleton, Chair of Building Committee, Westcoast Native Health Care Society
- I-13 **Construction Monitor Newsletter on Trans Mountain Oil Pipeline Expansion**
Philip Hochstein, President, Independent Contractors & Businesses Association of British Columbia
- I-14 **Liquor Licensing Target Timelines**
Douglas Scott, Assistant Deputy Minister/General Manager, B.C. Liquor Control & Licensing Branch
- I-15 **AVICC Information Package**
Iris Hesketh-Boles, Association of Vancouver Island Coastal Communities

Moved by Councillor Lyons and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council write a letter to Johnathan Tillie, Ministry of Transportation, to thank him for the commitment to the salmon enhancement in support of the Westcoast Forest Society.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council forward information item I-6, "UBCM Follow up on West Coast Health Network and Helipad Transport Canada Regulation", to Alberni-Clayoquot Health Network board members Marcie DeWitt and Rebecca Hurwitz for their comment;*

AND THAT Council also forward the above information item to Island Health medical officer, Dr. Paul Hasselback.

Carried.

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council contact the conservation officer in Port Alberni to set up a meeting in early 2015 to discuss points of concern in the community including the deer population in Ucluelet, and to invite the Fish & Game organization and the public to attend.*

Carried.

REPORTS:

R-1 Expenditure Voucher G-18/14
Jeanette O'Connor, CFO

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

BE IT RESOLVED: *THAT Council approve report R-1, Expenditure Voucher G-18/14.*

Carried.

R-2 Waiving of Fees for Facility Use Policy
Abby Fortune, Director of Parks & Recreation

Moved by Councillor Lyons and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council receive report R-2, "Waiving of Fees for Facility Use Policy" for discussion.*

Carried.

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

BE IT RESOLVED: *THAT Council refer report R-2, "Waiving of Fees for Facility Use Policy", back to staff to revise as per the recommendations provided by Council.*

Carried.

R-3 Follow-up Report on Matterson Road Delineators
Warren Cannon, Superintendent of Public Works

Moved by Councillor Mole and seconded by Councillor Lyons

BE IT RESOLVED: *THAT Council approve the recommendations of report R-3, "Follow-up Report on Matterson Road Delineators", which state:*

- 1. THAT Council receive this report for information*
- 2. THAT Council direct staff to pursue installation of delineators and discs on Matterson Drive.*

Carried.

- ❖ Mayor Irving requested that the delineators be installed a week ahead of the discs in order to allow time to consider the visual impact of the delineators along the road in case changes or adjustments are required

LEGISLATION:

L-1 Fourth Reading of Bylaw No. 1178, 2014 – Oath of Office
Andrew Yeates, CAO

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council give Fourth Reading and Adoption to Oath of Office Bylaw No. 1178, 2014.*

Carried.

COM-1 COMMITTEE REPORTS:

Councillor Dario Corlazzoli

No meetings to report

Councillor Geoff Lyons

- Ucluelet & Area Historical Society

Society met recently and will be sending letter to Council to ask for direction on where they can find accommodation; first choice is District Office, if there is room; second choice is Coast Guard house; third is a site the Society may rent if the District is unable to provide a space

Councillor Sally Mole

- Ucluelet & Area Childcare Society

Met November 18, 2014

Society has new board and has undergone some staffing changes; they are currently struggling financially, but have already done some fundraising and are looking into ways to reduce costs

- Harbour Advisory Commission

Met November 13, 2014; will present three sets of minutes with recommendations in this agenda

Councillor Randy Oliwa

No meetings to report

Mayor Bill Irving

No meetings to report

Moved by Councillor Lyons and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council receive all committee reports.*

Carried.

COM-2 HARBOUR ADVISORY COMMISSION:

• **June 5, 2014 Adopted Minutes**

Moved by Councillor Corlazzoli and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council receive the June 5, 2014 adopted Harbour Advisory Commission minutes for information.*

Carried.

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT the Harbour Authority proceed with the dredging application process for the inner and outer basin as soon as possible.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT the Harbour Authority forward the expansion options for consideration to an engineering consultant.*

Carried.

Moved by Councillor Mole and seconded by Councillor Lyons

BE IT RESOLVED: *THAT the Harbour Authority ensure that the new phase of the Pat Leslie boat ramp is properly engineered to ensure the proper grade.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT the Harbour Authority make the fees charged to off-load at the Whiskey Dock as much or more than the fish plants charge and that methods to control access to the dock during off hours are considered.*

Carried.

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT the Harbour Authority circulate plans for marine spill response to waterfront businesses and waterfront residents, and that the plans also be posted at all public wharves.*

Carried.

• **September 4, 2014 Adopted Minutes**

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

BE IT RESOLVED: *THAT Council receive the September 4, 2014 adopted Harbour Advisory Commission minutes for information.*

Carried.

Moved by Councillor Mole and seconded by Councillor Lyons

BE IT RESOLVED: *THAT the Harbour Authority send a letter to Ms. Katie Rattan and Mr. Vahid Kahnamelli requesting information they indicated that they could provide to the Commission as discussed at the August 18, 2014 presentation: results of sounding survey, pertinent data on file (wind waves study), breakwater options, and core sampling figures for dredging.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT the Harbour Authority make the Harbour Commission proposal for an outer basin improvement a formal request to Small Craft Harbour.*

Carried.

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT the Harbour Authority send a request to Ms. Rattan that a survey of lot lines be undertaken at the inner and outer basin.*

Carried.

Moved by Councillor Mole and seconded by Councillor Lyons

BE IT RESOLVED: *THAT the Harbour Authority schedule a public information session for concerned citizens regarding the Harbour Commission's basin project proposal.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT the Harbour Authority send an information letter to Ms. Katie Rattan, clarifying that the noise problems from boats is not occurring at 52 steps, but at the inner and outer basin, and to recommend monies available be spent on a power upgrade to better serve the larger vessels at these locations.*

Carried.

Moved by Councillor Mole and seconded by Councillor Lyons

BE IT RESOLVED: *THAT the Harbour Authority move the vessel "May Queen" from 52 steps and ensure the power cords are removed from the dock.*

Carried.

- **November 13, 2014 Draft Minutes**

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

BE IT RESOLVED: *THAT Council receive the November 13, 2014 draft Harbour Advisory Commission minutes for information.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council refer the HAC motion regarding communication and updating between the Harbour Authority and Harbour Advisory Commission back to the next meeting of the HAC for clarification and discussion with the Council liaison.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council provide a status report to the Harbour Advisory Commission regarding actions on the motions of the September 4, 2014 HAC meeting.*

Carried.

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council advertise for new Harbour Advisory Commissioners as necessary.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council consider the June Harbour Advisory Commission motion regarding the harbour response plan.*

Carried.

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council provide the Harbour Advisory Commission with an annual report of the revenues and expenditures for each of the Small Craft Harbour facilities.*

Carried.

- Councillor Mole noted that the Harbour Advisory Commission's request to review the Float House lease prior to its renewal has been addressed in previous minutes

LATE ITEMS:

None

NEW BUSINESS

Moved by Councillor Oliwa and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council write a letter to new school superintendent Greg Smyth to congratulate him on his appointment and invite him with his new trustees to meet with Council in Ucluelet in the early spring of 2015.*

Carried.

- Ucluelet Volunteer Fire Brigade

Clr. Oliwa and CAO Yeates attended farewell event with fire brigade for volunteer firefighter Peter Larkin who will be relocating to begin RCMP training

Moved by Councillor Oliwa and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council write a letter to Peter Larkin thanking him for his service to the community as a volunteer firefighter.*

Carried.

- Council Transition

Clr. Oliwa thanked the outgoing Mayor and council members for their service and conveyed his pleasure in working alongside them on Council

Clr. Lyons welcomed the new Mayor and council members and wished them luck for their term in office

- Helen Road Contaminated Material Clean-up

Moved by Councillor Lyons and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council direct the Chief Administrative Officer to follow-up on a letter of first refusal that the District has on file with Imperial Oil to ensure the District is still recognized as such.*

Carried.

Clr. Lyons suggested to the new Council that they look at the Helen Road properties as a possible opportunity for parking

- Toquaht First Nations Project

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

BE IT RESOLVED: *THAT Council write a letter of acknowledgement to Toquaht First Nation in regards to the information provided by them on the run-of-river project and that a presentation is to follow in the future.*

Carried.

- Council Transition

Clr. Corlazzoli congratulated and welcomed the new Council, wishing them luck and to have fun in the next four years

- Solid Waste Management

Clr. Mole noted that the Solid Waste Management meeting will be taking place at the community centre on December 4 at 10:30am; the meeting will deal with cardboard recycling, especially from businesses; suggest member of council attend same meeting in Tofino as Mayor Osborne will discuss composting

- Community Updates

Clr. Mole noted that Midnight Madness is happening November 28

Clr. Mole noted that the Christmas Craft Fair is happening November 30 from 11-3 at the community centre; will be able to have pet photo with Santa

Clr. Mole noted that the Aquarium release party is December 6

Clr. Mole congratulated the secondary school boys' volleyball team who made it to provincials

Clr. Oliwa noted that the Chamber of Commerce AGM is November 26 at 6:30pm at Black Rock Resort; Tourism Tofino are one of the speakers

PUBLIC QUESTION PERIOD

Council received questions and comments from the public re:

- Thank-you to outgoing Mayor and council for their support of the Wild Pacific Trail Society, with special recognition to Councillor Corlazzoli who has worked over 12 years with them (Clr. Corlazzoli was gifted with a photographic booklet from Barbara Schramm on behalf of the WPT society for his service)
- Council transition and how that will affect current items in-process
- Thank-you to Councillor Lyons for his work with the Historical Society
- General commendations and gratitude to outgoing Mayor and council for their years of dedication and professionalism


ADJOURNMENT:


Mayor Irving suspended the harbour authority and regular council meeting at 8:50 pm and moved in-camera under section 90(1), subsections (l) and (i), of the *Community Charter*.

Mayor Irving adjourned the in-camera meeting at 8:53 pm and resumed the open meeting at 9:20 pm.

Mayor Irving adjourned the harbour authority and regular council meeting at 9:22 pm.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, November 25, 2014 at 7:30 pm in the George Fraser Community Room, 500 Matterson Road, Ucluelet, BC.

per / 
Bill Irving
Mayor


Andrew Yeates
CAO