

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, June 23, 2020 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen (All Councillors attended by Zoom)
 Staff: Mark Boysen, Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 Bruce Greig, Manager of Community Planning
 John Towgood, Planner 1
 Abby Fortune, Manager of Tourism and Recreation
 Kevin Cortes, Harbour Manager
 Nicole Morin, Corporate / Planning Clerk

Regrets:

1. CALL TO ORDER

The meeting was called to order at 3:30 PM.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

Council acknowledged the Yuułuᑭiᑦaᑭ First Nation, on whose traditional territories the District of Ucluelet operates.

3. NOTICE OF VIDEO RECORDING

Audience members and delegates were advised that the proceeding was being video recorded and broadcast on YouTube. Delegates and meeting participants were also advised that the meeting was being conducted via Zoom which may store data on foreign servers.

4. ADDITIONS TO AGENDA

There were no additions to the Agenda.

5. APPROVAL OF AGENDA

5.1 June 23, 2020 Regular Council Meeting Agenda.

2020.118.REGULAR **It was moved by Councillor Cole and seconded by Councillor Hoar**
THAT Council approve the June 23, 2020 Agenda as presented.

CARRIED.

6. ADOPTION OF MINUTES

6.1 June 9, 2020 Regular Minutes

Council noted that the third line of page eight should read walking tours not whaling tours.

2020.119.REGULAR **It was moved by Councillor Kemps and seconded by Councillor McEwen**
THAT Council adopt the June 9, 2020 Regular Minutes as amended.

CARRIED.

7. UNFINISHED BUSINESS

There was no unfinished business.

8. MAYOR'S ANNOUNCEMENTS

8.1 Grad Class 2020

Mayor Noël congratulated the Ucluelet Secondary School 2020 graduating class and noted the great turnout at the Grad Parade.

8.2 Summer Program Guide

Mayor Noël noted that the Recreation Summer Guide is now available and registration for summer programs starts on June 24, 2020 at 9:00 AM.

8.3 Barkely Community Forest Appointments

Mayor Noël rose and reported that Dario Corlazzoli, Donna Monteith and James Costello were nominated at the June 23, 2020 in-camera meeting to be Directors for the Barkley Community Forest Corporation.

9. PUBLIC INPUT, DELEGATIONS & PETITIONS

9.1 Public Input

There was no public input at this time.

10. CORRESPONDENCE

10.1 Clayoquot Biosphere Trust 2019 Annual Report

Rebecca Hurwitz, Executive Director, Clayoquot Biosphere Trust

11. INFORMATION ITEMS

There were no information items.

12. COUNCIL COMMITTEE REPORTS

12.1 Councillor Marilyn McEwen

Deputy Mayor January - March 2020

- June 10 - Wild Pacific Trail Meeting - CBT approved a grant that

partially funds the Wild Pacific Trail Learn Where You Live video series and a new video was released on Friday.

- June 16 - Committee of the Whole Meeting.

Councillor Cole left the meeting at 3:39 PM due to technical difficulties.

12.2 Councillor Lara Kempfs ***Deputy Mayor April - June 2020***

Councillor Cole returned to the meeting at 3:40 PM.

- Announced new grants received by the Chamber of Commerce, CARE Network, Westcoast Community Resources Society and Forest Glenn.
- Weekly recovery task force meetings.
- The 2020 Edge to Edge Marathon has been cancelled.
- June 16 - Committee of the Whole Meeting.

12.3 Councillor Jennifer Hoar ***Deputy Mayor July - September 2020***

- June 10 - Wild Pacific Trail Meeting. Councillor Hoar noted that there are five "Learn Where You Live" videos currently available and two more videos are planned.
- June 16 - Committee of the Whole.
- June 20 - attended the Ucluelet Secondary School Grad Parade.
- Reminded residents and visitors to observe physical distancing recommendations when shopping at the Co-Op and that the Co-Op is open to the general public from 10 AM to 7 PM daily.

12.4 Councillor Rachelle Cole ***Deputy Mayor October - December 2020***

- June 16 - Committee of the Whole.
- Regular ACRD Meetings - noted that the West Coast Landfill has new hours which are as follows:
 - 10 AM - 4 PM Monday, Tuesday, Thursday and Friday
 - 12 PM - 6 PM Wednesdays
 - Closed Weekends

12.5 Mayor Mayco Noël

- Weekly West Coast Regional Meetings.
- June 16 - Committee of the Whole.

13. REPORTS

13.1 District of Ucluelet Flood Mapping Project

Bruce Greig, Manager of Community Services

Mr. Greig presented this report. He noted the following:

- Ebbwater Consulting studied the potential impacts of storm surges and tsunami's on the area and prepared a report.
- An executive summary of the report is available in this agenda package.
- The entire report will be published online.
- The study and report were grant funded.
- The report will inform future community planning and emergency preparation efforts.

Tamsin Lyle, Principal at Ebbwater Consulting, presented a power point presentation and discussed or presented the following:

- The projects scope; storm surges and tsunami events and their effects in and around Ucluelet.
- The project timeline.
- The scientific method used to come to their findings.
- Maps with data related to storm surge flooding and tsunami flooding in and around Ucluelet.
- Construction level maps for Ucluelet.
- The characteristics of a tsunami.
- The areas that are vulnerable to tsunamis and storm surges.
- The steps that a local government can take to mitigate risks associated with storm surge and tsunami events.

2020.120.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Council approve recommendations 1-3 of report item "District of Ucluelet Flood Mapping Project" which state:

1. ***THAT*** Council receive the District of Ucluelet Coastal Flood Mapping Report for information;
2. ***THAT*** Council direct staff to make the full contents of the report available for public access, to inform interested community members and regional partners by:
 - a. creating a webpage on the District of Ucluelet web site with links to all final project materials;
 - b. sharing the project results with the Yuułu?if?ath Government, 'Tukwaa?ath Nation, Alberni Clayoquot Regional District, Parks Canada and the District of Tofino for their information;
 - c. mounting an information display in the Ucluelet Community Centre so that community members can access full-size copies of the final maps, final report and information posters explaining the project, results and next steps; and,
3. ***THAT*** Council earmark the results of the flood mapping project for upcoming discussions in the Strategic Planning update and subsequent Budget preparations, for next steps to:

- a. *update Emergency Preparedness plans;*
- b. *consider resiliency in long-term Asset Management planning;*
- c. *consider changes to development regulations, including a process for public consultation, as they relate to existing properties; and,*
- d. *consider new policy on future developments to avoid areas of flood risk.*

CARRIED.

13.2 Off-Leash Dog Park

Abby Fortune, Manager of Recreation & Tourism

Ms. Fortune presented this report.

Council discussed using the Frank Jones Memorial Park as an off-leash dog area, the park's history as well as the need for signage at the park and at other locations in Ucluelet.

2020.121.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Council approve recommendations 1 of report item "Off-Leash Dog Park" which states:

1. ***THAT Council designate Frank Jones Memorial Park as an off-leash dog area, on a trial basis.***

CARRIED.

13.3 Council Proceedings Under Ministerial Order M192

Joseph Rotenberg, Manager of Corporate Services

Mr. Rotenberg explained the requirements of Ministerial Order M192 and the recommendations made in this report.

2020.122.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council approve recommendation 1 of the report item "Council Proceedings Under Ministerial Order M192" which states:

1. ***THAT Council:***
 - a. *open Council Chambers to the public;*
 - b. *designate Activity Rooms 1 or 2 in the Ucluelet Community Centre as a location where members of the public may listen and watch a livestream of Council meetings when Chambers is at capacity;*
 - c. *instructs Staff to facilitate in-person and Zoom Webinar participation in public hearings; and*
 - d. *instruct Staff to prepare a report about conducting Council meetings in the Main Hall at the Ucluelet Community Centre.*

CARRIED.

13.4 Development Permit for 1911 and 1905 Peninsula Road
John Towgood, Planner 1

Mr. Greig presented this report. He noted that property owner intends to amalgamate the two subject properties. He outlined the proposal and the views of the harbour created by the proposed development.

Council discussed the process associated with amalgamating properties.

2020.123.REGULAR **It was moved by Councillor Kempf and seconded by Councillor McEwen**
THAT Council approve recommendation 1 of the report item "Development Permit for 1911 and 1905 Peninsula Road" which states:

1. ***THAT Council approve Development Permit DP20-01 for a six-unit motel, general building renovation to an existing motel building, and new landscaping on the properties located at 1911 and 1905 Peninsula Road.***

CARRIED.

14. LEGISLATION

14.1 Proposed Rezoning, Subdivision and Development Permits for 221 Minato Road (Lot B, District Lot 286, Clayoquot District Plan VIP79908)
Bruce Greig, Manager of Community Planning

Council recessed at 4:58 PM and resumed the meeting at 5:07 PM.

Mr. Greig presented this report. He outlined the proposed bylaws, development permits, development variance permit, temporary use permit and section 219 covenant.

Council discussed the proposed development and the environmental restoration on the property permitted by DP19-01. Council was reminded of their motion that adoption of Bylaw No. 1244, 2019 is subject to the completion of the environmental restoration on the property which is monitored and signed off by a Qualified Environmental Professional.

2020.124.REGULAR **It was moved by Mayor Noël and seconded by Councillor McEwen**
THAT this Council meeting be recessed for a five minute break.

CARRIED.

2020.125.REGULAR **It was moved by Councillor McEwen and seconded by**
THAT District of Ucluelet Zoning Amendment Bylaw No. 1244, 2019, be

advanced to a public hearing.

CARRIED.

2020.126.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Kemps**
THAT Council rescind second reading of District of Ucluelet Zoning
Amendment Bylaw No. 1256, 2019.

CARRIED.

2020.127.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT section 7(c) of District of Ucluelet Zoning Amendment Bylaw No. 1256,
2019, be amended to read:
"Washroom facility(s) for fully serviced Camping Spaces (camping
spaces equipped with a sewer and water connection) are to be equipped
with a minimum of one (1) toilet and one half (.5) shower stall per eight
(8) Camping Spaces."

CARRIED.

2020.128.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Kemps**
THAT Council direct staff to give notice to receive comment on Development
Variance Permit DVP19-02 and Temporary Use Permit TUP19-01 in
conjunction with the public hearing on the zoning amendment bylaws and
proposed development at 221 Minato Road.

CARRIED.

2020.129.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT District of Ucluelet Zoning Amendment Bylaw No. 1256, 2019, be given
second reading as amended and be advanced to a public hearing.

CARRIED.

14.2 Zoning Bylaw Amendment for 799 Marine Drive **John Towgood, Planner 1**

Mr. Greig presented this report. He noted that the subject bylaw allows for a detached cottage on the property instead of an attached secondary suite. He explained that the detached cottage may not be used as a short term accommodation.

2020.130.REGULAR **It was moved by Councillor Kemps and seconded by Councillor Cole**
THAT Council approve recommendation 1 of report item "Zoning Bylaw
Amendment for 799 Marine Drive" which states:

1. **THAT** District of Ucluelet Zoning Amendment Bylaw No. 1263, 2020, be given first and second reading and advanced to a public hearing;

CARRIED.

14.3 Zoning Amendment and Development Permit for 2015 Bay Street **John Towgood, Planner 1**

Mr. Greig presented this report. He noted that proposed bylaw allows

for parking, mobile vending and a two unit motel on the subject property. He also noted that the proposed development conforms with the form and character guidelines set out in the OCP and the developer has proposed a statutory right of way in favour of the District for a public trail that travels through the property.

Council discussed the proposal and noted that the new owners upgraded the structural integrity of the dock.

2020.131.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Cole**

THAT Council approve recommendation 1 of report item "Zoning Amendment and Development Permit for 2015 Bay Street" which states:

1. ***THAT*** District of Ucluelet Zoning Amendment Bylaw No. 1271, 2020, be given first and second reading and advanced to a public hearing.

CARRIED.

14.4 Zoning Bylaw Amendment for 796 Marine Drive ***John Towgood, Planner 1***

Mr. Greig presented this report. He noted that the proposed bylaw would allow two detached cottages, and a single family dwelling with a secondary suite on the subject property. The secondary suite may not be used as a short term accommodation. He also noted that the total square footage of the three proposed structures is only 2225 sq ft.

The owner spoke to the application. She explained that multiple structures are proposed to preserve as many trees as possible on the property.

2020.132.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

THAT Council approve recommendation 1 of report item "Zoning Bylaw Amendment for 796 Marine Drive" which states:

1. ***THAT*** District of Ucluelet Zoning Amendment Bylaw No. 1267, 2020, be given first and second reading and advanced to a public hearing.

CARRIED.

14.5 Council Procedure Bylaw - 3rd Reading ***Joseph Rotenberg, Manager of Corporate Services***

Mr. Rotenberg presented this report. He noted that the proposed amendments remove three redundant sub-sections of the proposed bylaw which were drafting errors.

2020.133.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Council approve recommendation 1 of report item "Council Procedure Bylaw - 3rd Reading" which states:

1. **THAT** Council rescind second reading of "District of Ucluelet Council Procedures Bylaw No. 1264, 2020";

CARRIED.

2020.134.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Cole**
THAT Council approve recommendation 2 of report item "Council Procedure Bylaw - 3rd Reading" which states:

2. **THAT** Council give "District of Ucluelet Council Procedures Bylaw No. 1264, 2020" second reading as amended;

CARRIED.

2020.135.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council approve recommendation 3 of report item "Council Procedure Bylaw - 3rd Reading" which states:

3. **THAT** Council give "District of Ucluelet Council Procedures Bylaw No. 1264, 2020" third reading.

CARRIED.

14.6 Reserve Berthage at the Ucluelet Harbour **Abby Fortune, Manager of Recreation & Tourism**

Ms. Fortune, presented this report and explained the recommendations. She noted that the proposed bylaw introduces the option to reserve berths for a three month period rather than a six month period.

Councillor Cole left the meeting at 5:39 PM due to technical difficulties and returned to the meeting at 5:40 PM.

The Harbour Manager, Kevin Cortes, noted that he has had positive feedback about the proposed three month reserved berth option.

2020.136.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council approve recommendations 1 report item "Reserve Berthage at the Ucluelet Harbour" which states:

1. **THAT** Council direct Staff to equalize any overall deficit incurred by the Small Craft Harbour resulting from COVID-19 by drawing funds from the Harbour reserve fund, if available;

CARRIED.

2020.137.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Kemps**
THAT Council approve recommendations 2 report item "Reserve Berthage at

the Ucluelet Harbour" which states:

2. **THAT** Council give "Ucluelet Harbour Regulation Bylaw No. 1276, 2020" first reading;

CARRIED.

2020.138.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council approve recommendations 3 report item "Reserve Berthage at the Ucluelet Harbour" which states:

3. **THAT** Council give "Ucluelet Harbour Regulation Bylaw No. 1276, 2020" second reading;

CARRIED.

2020.139.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council approve recommendations 4 report item "Reserve Berthage at the Ucluelet Harbour" which states:

4. **THAT** Council give "Ucluelet Harbour Regulation Bylaw No. 1276, 2020" third reading; and

CARRIED.

2020.140.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Kemp**
THAT Council approve recommendations 1 report item "Reserve Berthage at the Ucluelet Harbour" which states:

5. **THAT** Council Direct Staff to offset shortfalls to the Harbour Manager's revenues associated with the three-month reserve berth fees set out in Bylaw No. 1276, 2020 to a maximum of \$4,860 by drawing funds from the Harbour reserve fund.

CARRIED.

15. OTHER BUSINESS

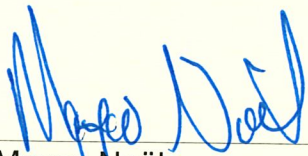
16. QUESTION PERIOD

There were no questions.

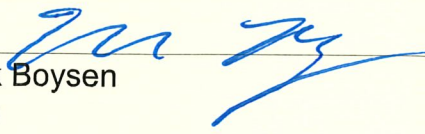
17. ADJOURNMENT

The meeting was adjourned at 5:46 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, June 23, 2020 at 3:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Mayco Noël
Mayor



Mark Boysen
CAO