

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, September 12, 2017 at 7:30 PM

Present: **Chair:** Mayor St. Jacques
 Council: Councillors McEwen, Oliwa, Mole, and Noel
 Staff: Mark Boysen, Chief Administrative Officer
 Nikki Best, Deputy Municipal Clerk

1. CALL TO ORDER

1.1 Mayor St. Jacques called the meeting to order at 7:30 p.m.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

2.1 Council acknowledged the Yuulu?i?ath First Nations on whose traditional territories the District of Ucluelet operates.

3. ADDITIONS TO AGENDA

4. ADOPTION OF MINUTES

4.1 August 8, 2017 Regular Minutes

2017-001 *THAT Council approve the August 8, 2017 regular minutes as presented.
 Moved By Councillor Noel, Seconded By Councillor Oliwa*

CARRIED.

5. UNFINISHED BUSINESS

5.1 Councillor Noel inquired about the letter sent to Geoffrey Lyons, and Mayor St. Jacques noted it was received.

6. MAYOR'S ANNOUNCEMENTS

7. PUBLIC INPUT, DELEGATIONS & PETITIONS

8. CORRESPONDENCE

8.1 **UBCM Resolution Support from Metro Vancouver**
Chris Plagnol, Corporate Officer, Metro Vancouver

2017-002 *THAT Council receive correspondence item, "UBCM Resolution Support from Metro Vancouver" for information.*

Moved By Councillor McEwen, Seconded By Councillor Oliwa

CARRIED.

8.2 Prostate Cancer Awareness Month Proclamation Request
Mark Mahl, Executive Director, Western Region, Prostate Cancer Canada

2017-003 *THAT Council proclaim September as Prostate Cancer Awareness Month in the municipality of Ucluelet.*

Moved By Councillor McEwen, Seconded By Councillor Oliwa

CARRIED.

8.3 Boundary Amendment - West Coast Multiplex Service Area
Wendy Thompson, Manager of Administrative Services, Alberni-Clayoquot Regional District (ACRD)

2017-004 *THAT Council pass a resolution consenting to the ACRD Board of Directors adopting Bylaw E1056-1.*

Moved By Councillor McEwen, Seconded By Councillor Mole

CARRIED.

9. INFORMATION ITEMS

10. COUNCIL COMMITTEE REPORTS

10.1 Councillor Sally Mole
Deputy Mayor April – June

Westcoast Community Resources Society

- Community lunches start up again beginning this Thursday.

Coastal Family Resource Coalition

- Met on Wednesday, September 06. Discussed the transition of the contracts being transferred from the Westcoast Community Resources Society to the Clayoquot Biosphere Trust (CBT). The Community Developer which was previously held by Marcie DeWitt has been filled by Faye Missar. The Community Literacy position will be filled by Brooke Wood. The funding from those positions come from different organizations and the CBT will now be managing those funds. Established an executive committee and this will assist with maintaining a regional view and outreach.
- North Island College is holding their Early Childhood Care and Education course here on the Coast. This is a great

opportunity and they have more information on the program.

- Canadian Mental Health Association is having a workshop this Thursday from 5:30-9:00pm on suicide prevention and awareness here at the Ucluelet Community Centre. Council has supported this workshop by waiving the fees for the room rental.
- Public Health reported there were 60 babies born on the West Coast the last year. The new hospital Administrator was there and did discuss times when nurses get stuck out of town when they assist the ambulance with transporting clients out of town. Would like to discuss the option to have more training available so that EHS attendants don't need to rely on having a nurse with them for out of town transports.

Food Bank on the Edge

- Volunteers have already delivered empty grocery bags to everyone in Ucluelet for the food drive. The food bank is kindly requesting non-perishable items and volunteers will be around on Saturday to pick them up. Special thank you to Alan Anderson and all the volunteers who donate their valuable time.

10.2 Councillor Marilyn McEwen
Deputy Mayor July – September

West Coast Multiplex Society

- Met on September 4, 2017 and reported that they received a \$5000 cheque for the Salt Water Classic. The final presentation from the architects was supposed to be this Thursday but has been postponed as they need more time for the costing component. On August 5th there was a local First Nations meeting with the Prime Minister, and Yuułu?iŋ?ath First Nations Present, Les Doiron provided the Prime Minister with information on the multiplex society. The Society will be attended the Regional Gathering at Kwisis on Sunday, September 17th from 11:00-4:00pm with information on the multiplex.

Ucluelet & Area Historical Society

- Met last night and will also be attending the Regional Gathering and will be bringing artifacts to display for the public.
- In a bit of a dilemma as the Coop has agreed to donate paint and labour to paint the lighthouse and would like a photo op, however the Society is not ready to have it painted yet. Will talk with Staff to work out a solution.

=> **Other Reports**

- MP Gord Johns was here at the Community Centre on August 23, 2017 as part of his 'Ride the Riding' campaign. It wasn't well attended but there were some really great questions from those who did attend.

10.3 Councillor Mayco Noel
Deputy Mayor October – December

Tourism Ucluelet

- Met today with a focus on the website to connect people with the availability; looking at options and the possibility of a live feed to accommodations through their existing site. Their report to stakeholders also provides valuable data on the traffic and hits to their website; currently have 178 links and want to ensure the stakeholders understand the value they are getting out of the website and Tourism Ucluelet (TU) in general. 47% of the traffic is from mobile devices. Black Rock is making a link to TU on their website.
- The goal of TU's report to stakeholders is to validate the importance of their website through the statistics. 47% of the traffic is from mobile devices and Black Rock is making a link to TU as a stakeholder, which provides more traffic back to the site. Also looking at various funding models and memberships for 2018.
- There was an 83% approval for the tax to remain at 2%.
- The Pacific Rim Visitor Centre (PRVC) is still open 7 days a week from 9:00am to 5:00pm. Visitor statistics for July saw just over 16,000 visitors, with August around 21,000. In the July the Downtown Visitor Centre had approximately 1,800 people with August just over 1,900. The Downtown Visitor Center is now closed for the rest of the season.

Barkley Community Forest Board

- Today, Council went to see the Barkley Community Forest. There are about 20 people working out there with approximately 1/3 of the workers from here, the rest are from Port Alberni. Looking forward to what Geoffry Lyons reports back on what the financial benefits are to the community.
- While it is a community forest, there needs to be more information provided to the community about the removal of firewood removal. At this point when people cut wood from a cold deck pile, they are in fact taking money away from the community.
- We are looking at some methods for firewood removal but it probably will not be put in place until the active logging is done. Kindly requesting at this point that the public cooperate and be respectful by not cutting the logs for their own firewood.

10.4 Councillor Randy Oliwa
Deputy Mayor January – March

10.5 Mayor Dianne St. Jacques

Alberni-Clayoquot Regional District Board

- Met at the end of July. Of note, a number of years ago the District was forced to take ownership of the Whiskey Dock; things have since changed and Bamfield is adamantly refusing to take ownership of their Transport Canada Dock. In the time that has passed there have been similar scenarios where other communities across the country have refused as well, and have been successful. Interesting to see the outcome.

West Coast Committee

- Met at the end of August. Main topic was the Multiplex and the survey that is going to be put out in the fall. Goal is to gauge the communities responses and find out how they feel about the Multiplex. Once the architect completes his work, we will have specific numbers to put forward to the communities on what will need to be fundraised, spent and what will be needed for upkeep. Vancouver Island University will be assisting with the survey again, and will be meeting with them to ensure the wording is exactly right.
- Attempted to meet with the School Board; wanted to acquire information on School District 70's request for

funding for seismic upgrades prior to our meeting with the Minister of Education at the UBCM conference in September. Was assured by the Chair the School District's number one priority are the West Coast schools for all three schools. The funding the Government provides will determine what upgrades will be done, whether it's an upgrade, repair or if a rebuild is needed.

Groundfish Development Authority

- Attended the annual meeting. Coastal community representatives and union representatives hear presentations from fish processing plants in regards to ground fish and hake. We have a measure for them around economic development and job creation in coastal communities; the companies are rated, we then have 10% of the quota that we then recommend directly to the Minister is allocated to the various companies and boats that partner together. Those recommendations have been made. Ucluelet Harbour Seafoods always does a very good presentation. The amount of investment in their plant, and in the community tops the province as far as investment goes.

=> Other Reports

- In July, along with Mark Boysen, met with Yuułuᑭᑦᑭᑦᑭ First Nations President Les Doiron and their CAO. Discussed the need for an education centre and how we can move forward collaboratively. Also talked about infrastructure as we do provide Yuułuᑭᑦᑭ First Nation with water.
- On August 5th along with Mark Boysen, met with Prime Minister Justin Trudeau at Tin Wis in Tofino. We had 30 minutes of the PM's time and we discussed the importance of First Nations Reconciliation. Also put forward the thought of the Resort Municipality concept and while it is a Provincial program, it would be great if it could somehow be incorporated into a Federal program. We also talked about regional water and Kennedy Lake and the funding that will be necessary for that. We talked about fish and the Pacific Salmon Treaty and the constant issue with Hake around freezer trollers and joint venture. We discussed the return of the Vessel Traffic Management Centre and its' importance to the Coast for safety, security and spill response.

- Attended a West Coast Community Resources meeting while Councillor Mole was away. The Society is going to be working in coordination with the District of Ucluelet and Abby Fortune, on the Seniors Virtual Hub. This will provide information to Seniors specifically on programs, resources and services in and around Ucluelet.

2016-5

*THAT Council accept all Council reports as presented.
Moved By Councillor Noel, Seconded By Councillor Oliwa*

CARRIED.

11. REPORTS

11.1 BC Hydro Service Request Reconsideration *Warren Cannon, Public Works Superintendent*

2017-006

THAT Council approve recommendation 1 & 2 of report item, "Reconsideration of Water Servicing to BC Hydro Lot 479 Alberni-Clayoquot Regional District (ACRD) which states:

1. *THAT Council reconsider the July 11, 2017 decision regarding the water supply to the proposed BC Hydro building based on new information provided by BC Hydro on September 12, 2017; and,*
2. *THAT Council approve supplying water to the proposed BC Hydro building on Lot DL 479 within the Alberni-Clayoquot Regional District (ACRD).*

Moved By Councillor Noel, Seconded By Councillor McEwen

CARRIED.

11.2 Bay Street Sewer Improvements Development Cost Charges (DCC) Funded *Warren Cannon, Public Works Superintendent*

2017-007

THAT Council approve recommendation 1 & 2 of report item, "Bay Street Sewer Improvements Development Cost Charges (DCC) Funded" which states:

1. *THAT Council approve Option 1: Upgrade the Bay Street Simplex lift station in 2018; and*
2. *THAT Council approve Option 2: Plan for the elimination of the Bay Street Duplex station in 2020, which will amend the 5-year capital plan budget to include this work to be completed in 2020 at an estimated cost of \$266,700.*

Moved By Councillor McEwen, Seconded By Councillor Oliwa

CARRIED.

11.3 1638 Cedar Road Proposed Purchase *John Towgood, Planner 1*

- 2017-008 *THAT Council approve recommendation 1 & 2 of report item, "1638 Cedar Road Proposed Purchase" which states:*
1. *THAT Council receive this informational report regarding the proposed purchase of the property at 1638 Cedar Road; and*
 2. *THAT Council direct staff to schedule a Committee of the Whole meeting of October 3, 2017 to receive feedback from the public.*
- Moved By Councillor Mole, Seconded By Councillor Noel*
- CARRIED.
- 11.4 Development Permit and Variance for Lot 2, Plan VIP5843 (249 Boardwalk Boulevard)**
John Towgood, Planner 1
- 2017-009 *THAT Council approve recommendation 1 of report item, "Development Permit and Variance for Lot 2, VIP5843 (249 Boardwalk Boulevard)" which states:*
1. *THAT Council approve Development Permit DP17-08 and associated Variance for Lot 2, Plan VIP5843 (249 Boardwalk Boulevard), P.I.D. 026-389-568.*
- Moved by Councillor Oliwa, Seconded By Councillor McEwen*
- CARRIED.
- 11.5 Repeal Ucluelet Internal Borrowing Bylaw No. 1159, 2013**
Carolyn Bidwell, Chief Financial Officer
- 2017-010 *THAT Council approve recommendation 1 of report item, "Repeal Ucluelet Internal Borrowing Bylaw No. 1159, 2013" which states:*
1. *THAT Council repeal "Ucluelet Internal Borrowing Bylaw No. 1159, 2013*
- Moved By Councillor Mole, Seconded By Councillor Noel*
- CARRIED.
- 11.6 Five Year Financial Plan 2017-2021 Bylaw Variance Report - Q2**
Carolyn Bidwell, Chief Financial Officer
- 2017-011 *THAT Council approve recommendation 1 of report item, "Five Year Financial Plan 2017-2021 Bylaw Variance Report - Q2" which states:*
1. *THAT Council receives the Five Year Financial Plan 2017-2021 Variance Report for the Second Quarter ending June 30, 2017.*
- Moved By Councillor Noel, Seconded By Councillor McEwen*
- CARRIED.
- 11.7 Tax Sale - Assignment of a Municipal Bidder**
Carolyn Bidwell, Chief Financial Officer
- 2017-012 *THAT Council approve recommendation 1, 2 and 3 of report item, "Tax Sale - Assignment of a Municipal Bidder" which states:*
1. *THAT Council appoint the Chief Financial Officer for the District of Ucluelet or designate as the agent authorized to bid on behalf of the*

District of Ucluelet during the annual tax sale pursuant to Section 648 of the Local Government Act; and,

2. *THAT Council approve that the maximum bid on each or selected tax sale parcels, shall not exceed 50% of the actual value, as approved by BC Assessment Authority records; and further;*
3. *THAT Council approve the use of 75% of the funds described in the "Land Sale Reserve Fund Establishing Bylaw No. 394, 1980" until a new tax sale reserve bylaw is established.*

Moved By Councillor Mole, Seconded By Councillor Oliwa

CARRIED.

11.8 Five Year Financial Plan Meeting Schedule & Objectives (2018-2022)

Carolyn Bidwell, Chief Financial Officer

2017-013

THAT Council approve recommendation 1 & 2 of report item, "Five Year Financial Plan Meeting Schedule & Objectives (2018-2022) which states:

1. *THAT Council approve the Five Year Financial Plan Meeting Schedule for the years 2018 to 2022 as presented in Appendix A to this report with times to be determined; and*
2. *THAT Council approve the Objectives of the Proposed Five Year Financial Plan Bylaw 2018-2022 as presented in this report.*

Moved By Councillor McEwen, Seconded By Councillor Oliwa

CARRIED.

11.9 Draft Ucluelet Economic Development Strategy Update

Mark Boysen, Chief Administrative Officer

2017-014

THAT Council approve recommendation 1 of report item, "Draft Ucluelet Economic Development Strategy Update" which states:

1. *THAT Council receive the draft District of Ucluelet (DOU) Economic Development Strategy Update and provide feedback to staff so that the document can be finalized and incorporated into 2018 workplans.*

Moved By Councillor Oliwa, Seconded By Councillor Noel

CARRIED.

12. LEGISLATION

13. LATE ITEMS

- Late items will be addressed here as addenda items

13.1 Councillor McEwen

- Requested one or two members of Council attend the Vancouver Economic Alliance Summit on October 25 & 26, 2017 in Nanaimo; which is only \$399 when the District of Ucluelet is a

member. The Alliance also produces the state of the Island report and brought copies for Council and Staff.

- Councillor Mole noted when she attended she was able to secure a bursary through the Island Coastal Economic Trust (ICET) so there was no additional cost to the District.
- Carolyn Bidwell to check the budget and will report back.

14. OTHER BUSINESS

14.1 Deputy Corporate Officer Appointments

2017-015

It was moved by Councillor Noel and seconded by Councillor McEwen

***THAT** Council appoint Nikki Best as the Deputy Municipal Clerk for the District of Ucluelet granting the powers, duties and functions of the Deputy Corporate Officer as set out in Section 148 of the Community Charter; and,*

***THAT** Council appoint Carolyn Bidwell as a secondary Deputy Corporate Officer for the powers, duties and functions set out in sections 148(c) and (d) of the Community Charter for the purposes of witnessing and execution of official local government documents.*

CARRIED.

14.2 Bylaw Officer Appointment

2017-016

It was moved by Councillor McEwen and seconded by Councillor Mole

***WHEREAS** the Council of the District of Ucluelet ("Ucluelet") wishes to appoint Brent Ashton as a Bylaw Officer pursuant to Section 36 of the Police Act, R.S.B.C. 1996, c.367; and upon Brent Ashton swearing the oath pursuant to section 1(b) of Police Oath/Solemn Affirmation Regulation, B.B. Reg.136/2002 before a Commissioner for taking Affidavits in the Province of British Columbia, Ucluelet hereby appoints Brent Ashton as a Bylaw Officer, to perform the functions and duties specified in the District of Ucluelet's Bylaw Officer job description as amended from time to time.*

CARRIED.

15. QUESTION PERIOD

15.1 Council received questions and comments from the public re:

- If the budget meetings will be announced in the paper.
- Road bikes and road safety.

16. CLOSED SESSION

There was no closed session scheduled for September 12, 2017.

17. ADJOURNMENT

17.1

Mayor St. Jacques adjourned the regular meeting at 9:26 pm

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, September 12, 2017 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Dianne St. Jacques
Mayor



Mark Boysen
Chief Administrative Officer