

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, June 15, 2021 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen
 Staff: Andy Laidlaw, Acting Chief Administrative Officer
 Joseph Rotenberg, Manager of Corporate Services
 Donna Monteith, Chief Financial Officer
 Bruce Greig, Manager of Community Planning
 Abby Fortune, Director of Parks and Recreation
 Paula Mason, Administrative 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 Yuułu?iŋ?ath 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 broadcast on Zoom and YouTube, which may store data on foreign servers.

4. LATE ITEMS

There were no Late Items but the Mayor requested that the agenda be amended by placing Item 14.3. before Item 14.2. and Councillor McEwen noted that the CARE Network would be represented by a Mr. Rodgers, not Mr. Rodger.

5. APPROVAL OF AGENDA

5.1 June 15, 2021 Regular Agenda

2021.2196.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Council approve the June 15, 2021, Regular Agenda as amended.
CARRIED.

6. ADOPTION OF MINUTES

6.1 April 27, 2021 Regular Minutes

2021.2197.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

THAT Council adopt the April 27, 2021 Regular Minutes as presented.

CARRIED.

6.2 May 5, 2021 Special Minutes

2021.2198.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

THAT Council adopt the May 5, 2021, Special Minutes as presented.

CARRIED.

6.3 May 11, 2021 Regular Council

Council noted that Councillor Hoar moved motion "2021.2176.Regular" and Councillor Kemps had recused herself from this matter.

2021.2199.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Council adopt the May 11, 2021 Regular Council Minutes as amended.

CARRIED.

6.4 May 18, 2021 Special Minutes

2021.2200.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

THAT Council adopt the May 18, 2021 Special Minutes as presented.

CARRIED.

7. UNFINISHED BUSINESS

There was no unfinished business.

8. MAYOR'S ANNOUNCEMENTS

There were no announcements.

9. PUBLIC INPUT, DELEGATIONS & PETITIONS

9.1 Public Input

Public input via Zoom.

Karla Robison, resident, asked what the next steps for Bylaw No. 1284, 2021 is? The Mayor noted that this matter would be discussed later on Council's Agenda.

Public input via communityinput@ucluelet.ca.

There was no public input via communityinput@ucluelet.ca.

9.2 Delegations

James Rodgers, CARE Network

Re: Community Health & Safety: Animal Services

Mr. Rodgers presented on behalf of the CARE Network. The CARE Network requested that the District contribute \$18,850 to CARE Network for animal related services such as:

- kenneling of stray animals;
- compliance patrols;
- stray cat management;
- administering dog and cat licensing programs; and
- rehoming animals as needed.

Mr. Rodgers listed West Coast communities which are contracting the CARE Network to provide these services. Neither the District of Tofino nor the District of Ucluelet currently contract the CARE Network.

Council requested that Staff prepare a report regarding CARE Network's proposal which includes information regarding pet related bylaw enforcement issues and revenues.

BC Emergency Health Services

Re: Scheduled On-Call - Vancouver Island / Gulf Islands Prototype

Councillor Cole left the meeting at 3:53 PM because she is an employee of BC Emergency Health Services (BCEHS).

Darlene MacKinnon, Chief Operating Officer, Paul Valley, Senior Provincial Executive Director, and Lance Stephenson, Director of Operations appeared via Zoom and spoke on behalf of BCEHS.

Mr. Valley outlined the new staffing model for rural and remote communities known as the SOC Staff Model. He noted that historically BCEHS relied on on-call paramedics to provide services in rural and remote communities and associated recruitment and retention challenges. Mr. Valley noted that under the new model, there would be four 0.75 full time positions in Ucluelet. Paramedics will be scheduled for regular shifts of eight hours and be on call for the remainder of the day. If needed, on-call paramedics would be called in to cover shifts that the full-time paramedics were unable to attend.

Mr. Valley addressed Council's questions related to how the new model will effect service levels in Ucluelet. Council raised concerns about gaps in staffing coverage especially related to the calling in of on-call paramedics that are employed full-time to cover full-time shift.

Council noted the importance of having an open dialogue with BCEHS as the program is implemented. Mr. Valley noted that the new model would be evaluated in the future.

10. CORRESPONDENCE

10.1 Black Rock Resort Water Discolouration

Lara Kemps, Assistant General Manager, Black Rock Resort

Councillor Cole returned to the meeting at 4:31 pm after the delegation from BC Emergency Health Services concluded.

Councillor Kemps recused herself at 4:32 PM because she is an employee of the Black Rock Resort.

Andy Laidlaw, Acting Chief Administrative Officer, noted that Staff are working to determine the cause of the water discolouration and address the issue.

10.2 Barkley Community Forest Draft 2021 Stewardship Plan (FSP)

Zoltan Schafer, General Manager, Barkley Community Forest Corporation

Councillor Kemps returned to the meeting at 4:34 pm.

Councillor McEwen requested that a Barkley Community Forest Corporation representative present to Council.

11. INFORMATION ITEMS

11.1 Modernization of Utility Taxation

Josie Osborne, Minister, Ministry of Municipal Affairs

11.2 Support for 988 Suicide and Crisis Line Initiative

Kelly Kenney, Corporate Officer, City of Langley

2021.2201.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Kemps**

THAT Staff determine whether Council has already endorsed the 988 initiative.

CARRIED.

11.3 British Columbia Climate Action Revenue Incentive Program (CARIP) Ending
Fred Haynes, Mayor, District of Saanich

12. COUNCIL COMMITTEE REPORTS

12.1 Councillor Marilyn McEwen
Deputy Mayor January - March 2021

May 27 - Attended Joint Regional Council meeting.
May 28 - Attended annual AVICC Conference virtually.
May 29 - Attended Vancouver Island Regional Board meeting.
June 8 - Attended District of Ucluelet Public Hearing.

12.2 Councillor Lara Kempes
Deputy Mayor April - June 2021

May 27 - Attended Joint Regional Council meeting.
June 2 - Attended Ucluelet Secondary School PAC meeting.
June 8 - Attended District of Ucluelet Public Hearing.
June 8 - Attended World Oceans Day event where businesses came together to do beach cleans.

12.3 Councillor Jennifer Hoar
Deputy Mayor July - September 2021

May 27 - Attended Joint Regional Council meeting.
May 28 - Attended annual AVICC Conference virtually.
June 2 - Attended Wild Pacific Trail Society Board Meeting.
June 8 - Attended District of Ucluelet Public Hearing.

12.4 Councillor Rachelle Cole
Deputy Mayor October - December 2021

May 26 - ACRD Committee of the Whole
May 27 - Attended Joint Regional Council meeting.
May 28 - Attended annual AVICC Conference virtually.
May 31 - June 4 - Attended Federation of Canadian Municipalities Annual Conference as ACRD representative.
June 2 - Attended West Coast Committee Meeting.
June 8 - Attended District of Ucluelet Public Hearing.

12.5 Mayor Mayco Noël

May 27 - Attended Joint Regional Council meeting.
Also noted the following:

- Council is conducting CAO interviews;

- A new Bylaw Officer has been hired by the District and a temporary Bylaw Officer position has been posted; and,
- Recently held his first virtual Mayor's lunch with the support of the Ucluelet Chamber of Commerce.

13. REPORTS

13.1 Ucluelet Soapbox Derby - 2021

Abby Fortune, Director of Parks & Recreation

Councillor Kemps recused herself and left the meeting at 4:50 pm as she is the event permit applicant.

Ms. Fortune presented this report and noted the proposed road closures, insurance requirement and COVID-19 Safety Plan requirements.

2021.2202.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**

1. ***THAT*** Council approve the Special Events Permit for the Soap Box Derby organized by Black Rock Oceanfront Resort for Saturday, September 18, 2021; and

2. ***THAT*** Council approve the closure of the following roads from 6:00 AM to 6:00 PM on Saturday September 18, 2021:

a. Bay Street, from the intersection of Peninsula Road to the intersection of Cedar Road; and,

b. Cedar Road, from the intersection of Bay Street to the intersection of Park Lane.

CARRIED.

13.2 Food Bank on The Edge - proposed new location ***Bruce Greig, Manager of Community Planning***

Councillor Kemps returned to the meeting at 4:52 pm.

Mr. Greig provided some background on the current Food Bank on the Edge location and noted that this Society is applying for grant funding to construct a new facility.

Mr. Greig noted that Staff recommend that the new building be located at Tugwell field and that the Society is seeking both a letter of support and a commitment to lease lands to the Society at a nominal fee. Mr. Greig noted that the site is not currently serviced and servicing costs have been estimated by the Society to be approximately \$100,000.

Council discussed recommendation three in the report and noted it would be helpful for the Society to present more details on which grants they are pursuing to Council at a later date.

2021.2203.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Council provide a letter of support for the proposed construction of a new facility by the Food Bank on the Edge Society on District property at Tugwell Field, noting the following:

1. **THAT** Council supports leasing the proposed 665m2 area to the Food Bank on the Edge Society for a nominal fee for an initial period of ten years, for the purpose of constructing and operating a community food bank and food security centre; and,
2. **THAT** Council supports the idea of the Society transferring ownership of the asset to the District at an appropriate point in the future, with the potential to lease back space for the ongoing function of the Food Bank on the Edge.

CARRIED.

2021.2204.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

THAT Council supports contributing to the project to offset site servicing and construction costs, with confirmation of the amount and source of funding to be determined in the 2022 budget process.

CARRIED.

13.3 Cheque Listing - May 2021
Paula Mason, Administrative Clerk

13.4 Resolution Tracking - May 2021
Paula Mason, Administration Clerk

The following items were discussed:

- Zoning Amendment, Housing Agreement & DVP (354 Forbes Road) - Staff noted that occupancy has not been issued for this property but there has been some recent correspondence between the District and the property owner.
- West Coast Multi Use Path - Councillor Cole noted that ACRD is now in a better position to apply for grant funding to construct the trail connection as funding becomes available.
- Utility Charges at Whiskey Landing - Staff noted that a report regarding this matter would be presented to Council in July and the CFO has contacted representatives of Whiskey Landing.
- Report regarding investing Community Forest Funds into a community fund - Staff noted that the report has been delayed

due to a number of projects that may be funded through the Barkley Community Forest Funds which are in-camera at this time.

2021.2205.REGULAR **It was moved by Councillor Cole and seconded by Councillor McEwen**
THAT staff provide a report to Council with options for the investment of Barkley Community Forest Funds in an upcoming community fund.
CARRIED.

14. LEGISLATION

14.1 **District of Ucluelet Harbour Amendment Bylaw No. 1295, 2021** ***Abby Fortune, Director of Parks & Recreation***

Council asked staff to investigate whether a restaurant called the Float House which operates in the Small Craft Harbour is charged for their use of District electricity.

2021.2206.REGULAR **It was moved by Councillor Kemps and seconded by Councillor Hoar**
THAT District of Ucluelet Harbour Regulation Amendment Bylaw No. 1295, 2021 be given first, second, and third reading.
CARRIED.

14.2 **Zoning Bylaw Amendment** ***Joseph Rotenberg, Manager of Corporate Services***

2021.2207.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT District of Ucluelet Zoning Amendment Bylaw No. 1291, 2021 be given third reading.

CARRIED.

14.3 **District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - 3rd Reading** ***Bruce Greig, Manager of Community Planning***

The Mayor recused himself at 5:25 PM due to a conflict of interest. Councillor Kemps chaired the meeting in his absence.

Mr. Greig presented this report. He explained the options presented in the report and noted that a public hearing was held on June 8, 2021. Mr. Greig explained that if Council would like to receive additional information regarding the Bylaw or submissions from the applicant or the public, an additional public hearing would be required.

Council discussed moving third reading of the bylaw at this time and noted that a number of issues and questions were raised at the public hearing. They noted the desire to hold an in-person public hearing. They also discussed the alternate recommendation to hold a Committee of

the Whole on the bylaw where a report that addresses Council questions can be reviewed and questions from members of the public can be answered.

Council discussed the questions they would like to be addressed at the proposed Special Committee of the Whole.

- 2021.2208.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Cole**
THAT Council identifies the following items that it wishes to resolve prior to further consideration of the Bylaw:
- a. *Is there an environmental assessment and can we see that report?*
 - b. *I saw one lot available for affordable housing, how do we figure out that percentage, and how can we work with BC Housing?*
 - c. *Water runoff onto Victoria Road and Marine Drive.*
 - d. *What is the width of the roads in the proposed development and will there be sidewalks?*
 - e. *What are the total DCC's paid for the development?*
 - f. *What is the buffer (set back) on the Marine Drive side of the development?*
 - g. *What are the rental caps for the apartment building? What percentage is for affordable housing in the apartment building?*
 - h. *What do the upgrades look like for Matterson Road?*
 - i. *Would the developer/owner entertain the idea of focusing on the apartment building first, and then moving over to the rest of the development, to make sure that the apartment is constructed first?*
 - j. *Who is paying for the sewer upgrades at the corner of Marine Drive and Victoria Road and who is paying for sewer and water upgrades associated with the development in general?*
 - k. *What is the timeline for this development?*
 - l. *How does this development help our community?*
 - m. *Is blasting required at this site? If so, what is the extent of the blasting?*
 - n. *Is there an archeological study and can we see that study?*
 - o. *Is this still an archeological site?*
 - p. *Is a three story apartment building an option?*
 - q. *How are patios addressed in the setback requirements in the zoning?*
 - r. *Are there alternative access roads other than off of Victoria Road, and the corner of Victoria Road and Marine Drive. What other options are available?*
 - s. *Requests that a traffic study be conducted.*

CARRIED.

- 2021.2209.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council:

- a. direct Staff to prepare a report providing the information, analysis, and recommendations on how those items will be addressed, with input from the applicant as necessary;*
- b. hold a Committee of the Whole meeting to provide an opportunity for the Applicant and Staff to address the report;*
- c. provide an opportunity for further public input at the Committee of the Whole meeting;*
- d. at that point consider whether Council deems it necessary to make changes to the bylaw or conditions of final approval, prior to considering referral of the bylaw to another public hearing; and,*
- e. direct Staff to publish notice of the Special Committee of the Whole meeting as widely as possible.*

CARRIED.

15. OTHER BUSINESS

There was no other business.

16. QUESTION PERIOD

16.1 Questions via Zoom.

Karla Robison, resident, requested that materials related to the Lot 16 development be published on a standalone section of the District's webpage.

Ms. Robison asked Council for a progress report on the development known as Lot 13 Marine Drive?

Ms. Robison, noted that a number of questions raised at the public hearing (including questions related to parking and density) were not addressed in Council motion and asked that Staff address those questions at the Special Committee of the Whole related to Lot 16. Council noted that these questions can be reiterated by members of the public at the Committee of the Whole.

16.2 Questions via communityinput@ucluelet.ca

Nora O'Malley, from the Westerly News, noted difficulty hearing Bruce Greig, Director of Community Planning, during his Item 14.3. Another email was received that withdrew this submission.

17. CLOSED SESSION

17.1 Procedural Motion to Move In-Camera

2021.2210.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

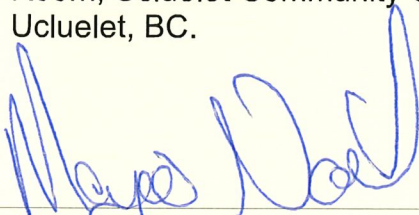
***THAT** the meeting be closed to the public in order to address agenda items under Section 90(1)(a) of the Community Charter related to personal information about an identifiable individual who is being considered for a position as officer, employee or agent of the municipality or another position appointed by the municipality.*

CARRIED.


18. ADJOURNMENT

Council returned from the Closed Council meeting at 6:28 pm. The Regular Council meeting was adjourned at 6:28 pm.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, June 15, 2021 at 3:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Mayco Noël
Mayor



Joseph Rotenberg
Corporate Officer

