

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, November 8, 2016 at 7:30 PM

Present: **Chair:** Mayor St. Jacques
 Council: Councillors McEwen, Mole, and Noel
 Staff: Andrew Yeates, Chief Administrative Officer;
 Morgan Dossall, Deputy Clerk

Regrets: Councillor Oliwa

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

2.1 Mayor St. Jacques acknowledged the Yuułu?iŋ?ath First Nations on whose traditional territories the District of Ucluelet operates

3. ADDITIONS TO AGENDA

4. ADOPTION OF MINUTES

4.1 October 25, 2016 Public Hearing Minutes

2016-356 **It was moved by Councillor Noel and seconded by Councillor McEwen**
THAT Council approve the October 25, 2016 Public Hearing Minutes as presented.

CARRIED.

4.2 October 25, 2016 Regular Minutes

- Councillor Mole noted in the Minutes under Council Committee Reports, Ucluelet and Area Childcare Society, that there is more than one new staff member

2016-357 **It was moved by Councillor McEwen and seconded by Councillor Mole**
THAT Council approve the October 25, 2016 Regular Hearing Minutes as amended.

CARRIED.

5. UNFINISHED BUSINESS

5.1 Councillor Mole asked for clarification on whether businesses who requested follow up after the 2016 Business Walk were contacted; Councillor Noel responded that he had done the follow up and would address it under Committee Reports

6. MAYOR'S ANNOUNCEMENTS

7. PUBLIC INPUT, DELEGATIONS & PETITIONS

7.1 Public Input

E. Larsen thanked Council for responding to his inquiries regarding the proposed pathway down Marine Drive but noted his disappointment that the pathway is going ahead; Mr. Larsen requested that Council re-look at the pathway and consider making it shorter or holding off entirely until it can be done properly, and noted for Council that he had objected to the pathway when it was first proposed 8-9 years ago; Mr. Larsen explained that question periods at Council meetings were introduced by him during his tenure as Mayor, and is happy to now be taking advantage of those question periods

8. CORRESPONDENCE

**8.1 Invitation to Participate re: Breakfast with Santa on December 10, 2016
USS French 11/12 Class**

2016-358 **It was moved by Councillor McEwen and seconded by Councillor Mole**
THAT Council agree to participate in the Breakfast with Santa event on December 10th and that any member of Council who wishes to attend is responsible for confirming their attendance with Ucluelet Secondary School.
CARRIED.

**8.2 Request to Meet re: Update and Feedback on the Municipal Audit
Process on November 14, 2016
Auditor General for Local Government**

2016-359 **It was moved by Councillor Mole and seconded by Councillor McEwen**
THAT Council receive correspondence item "Request to Meet with the Auditor General for Local Government on November 14th" for information.
CARRIED.

- Council confirmed that District staff have already set up the meeting with the Auditor General for Local Governments

9. INFORMATION ITEMS

2016-360 **It was moved by Councillor Mole and seconded by Councillor McEwen**
THAT Council receive information items 9.1 through 9.9 as a block.
CARRIED.

**9.1 Upcoming Event re: 2017 LGLA Leadership Forum on February 1-3, 2017
CivicInfo BC**

2016-361 **It was moved by Councillor Mole and seconded by Councillor McEwen**

THAT Council, if interested and available, attend the Local Government Leadership Academy's Leadership Forum on February 1-3, 2017.

CARRIED.

- 9.2 **2016 Sustainability Progress Report**
BC Salmon Farmers Association
- 9.3 **Great Bear Rainforest Achievement of Agreements and \$1-million Education and Awareness Trust**
Ministry of Forests, Lands and Natural Resource Operations
Ministry of Jobs, Tourism and Skills Training
- 9.4 **Small Craft Harbours Dredging Project at Tofino 4th Street Facility**
Federal Department of Fisheries and Oceans
- 9.5 **Resort Municipalities Initiative - Program Update**
Sun Peaks Mountain Resort Municipality
- 9.6 **New Requirements for Existing Non-Domestic Groundwater Users**
BC Water Protection & Sustainability Branch
- 9.7 **UBCM Follow-up re: Resort Municipality Initiative and Proposed Ferry**
Ministry of Jobs, Tourism, and Skills Training
- 9.8 **UBCM Follow-up re: Ucluelet RCMP Staffing**
Ministry of Public Safety and Solicitor General
- 9.9 **Letter of Appreciation to the Ucluelet Volunteer Fire Brigade**
Chief John McKerney, City of Vancouver Fire and Rescue Services

10. COUNCIL COMMITTEE REPORTS

- 10.1 Councillor Sally Mole
Deputy Mayor April – June

Coastal Family Resource Coalition

- Met November 2; the Westcoast Community Resources Society received funding for the Community Outreach program, which was enough to keep their full-time position; the Coalition is optimistic that this funding will continue in the future
- Ready-Set-Learn event for kindergarten readiness will be on November 14th at the Ucluelet Elementary School from 4-6pm
- Island Health has released a community wellness grant for local governments and non-profits; the Children's Health Foundation has also released some funding, up to \$12,000, for preventative health

- Long Beach Chapter of Rural and Remote Division of Family Practice, who oversees a coordinator who liaises with local doctors to coordinate health services on the west coast, have completed tallying results from an intensive survey; the results, which include Ucluelet-only statistics, are now available on the Coalition's website

Food Bank on the Edge

- The Food Bank is busy fundraising, preparing for Christmas Hampers, and getting application forms out this week

10.2 Councillor Marilyn McEwen
Deputy Mayor July – September

West Coast Multiplex Society

- Met on November 7; Board had invited two of the managers of Sprung, which is a form of construction being considered - it is an all-aluminum construction, which only needs minimum foundation, is very durable, and would make for a great high ground safety zone; Sprung managers were also invited to the Board's meeting on December 12 at the Long Beach Golf Course, which is when Recreation Excellence will present the draft business plan and design

Ucluelet & Area Historical Society

- Next meeting is November 14

Wild Pacific Trail Society

- Next meeting is November 9

Vancouver Island Regional Library Board – Trustee

- Next meeting is November 26

=> Other Reports

- Attended the Vancouver Island Economic Alliance (VIEA) summit in Nanaimo on October 26-27; sessions attended included "The Disruptive Economy" (AirBnb, Uber), Ocean Networks Canada update, and crowd-funding for investment (which has been forwarded to the Wild Pacific Trail Society); Premier Clark also gave an address to

attendees; their 2nd State of the Island Report is available on their website

- Attended the Whale Fest AGM on November 3 at Black Rock Resort; Board elected 6 directors, but need 6 more in order to proceed with the event; anyone interested can let the coordinator or Councillor McEwen know, or go on their website; for the first time in 20 years, Whale Fest will not be holding their gala at the Wickaninnish, but are planning something larger and a little different

10.3 Councillor Mayco Noel

Deputy Mayor October – December

Community Forest Board

- Met on November 8; the Board is planning to do a 34,000 meter cut starting as early as January 2017, which will be comprised of 60% old growth and 40% second growth; there will be more road rehabilitation than road building, and this starts in the next few weeks
- Board has begun discussion with local schools to see if they can engage students in the cutting activities taking place; also discussing having a couple of show-and-shine days
- Currently working on communication improvements, and possibly utilizing Council's Spotlight document to provide updates to the community, as well as ensuring harvest maps are available on their website

=> Other Reports

- Had a phone conversation with the business that wanted follow-up from the business walk; was a good discussion

10.4 Councillor Randy Oliwa

Deputy Mayor January – March

10.5 Mayor Dianne St. Jacques

=> Other Reports

- Council held a Recreation Commission open house in October; the commission provides Council with their ideas for recreation in Ucluelet; have had some interest, but need a bit more to form the commission; had one person come out for

the open house, and hope more community members will consider putting their name forward

- Attended VIEA conference with Councillor McEwen; workshops attended included one on regional economic development, which spoke to a successful case study in Victoria where 10 municipalities in a small area, instead of spending money individually, came together to share resources; each member has one vote, regardless of size, but financial contributions scale with government size; this model might be something to think about for the west coast; Mayor St. Jacques also attended presentations from Telus, who are bringing fibre to the junction, and are slowly putting fibre all over Vancouver Island; new 5G service will be 200x faster than what the community previously had
- Attended meeting with Island Health on November 1; their doctors are looking for a larger space, and hope to rent in Ucluelet; group is currently brainstorming partnerships needed; current investigation includes a partnership with the District to build a health centre in the community; still working to get commitment from Island Health and the various public health providers and doctors; Dr. Drew Digney, who is Island Health's doctor-in-charge for the west coast, is very keen and will bring forward more information on how the District can move forward with this idea; Council is anticipating hearing back from Island Health by November 14 with more details on the building size they need, and other details
- Received call from Ministry of Education; Council was concerned the Ministry didn't have the information they needed to consider Ucluelet's schools in their capital plan, but are reassured now that the Ministry does have what they need and are going through it now; the options for Ucluelet include, in no particular order, either basic seismic upgrading, upgrading with some additional construction, or a new construction of a K-12; the school board's plans are going into the Province's budget process for consideration of which option to choose; timeline possibilities for school improvements is that they'll begin as early as 3 years before going into design, or up to 9 years
- Met recently with Mayor Osborne in Tofino; meeting was to discuss regional economic development; agreed that both municipalities affect each other when one has success; will have more discussion on how to take advantage of this together

2016-362

It was moved by Councillor Noel and seconded by Councillor Mole.

THAT Council accept all committee reports.

CARRIED.

11. REPORTS

11.1 Expenditure Voucher G-18/16 *Jeanette O'Connor, CFO*

2016-363 **It was moved by Councillor McEwen and seconded by Councillor Noel**
THAT Council receive Expenditure Voucher G-18/16 for information.
CARRIED.

11.2 2016 Holiday Season Office Hours *Jeanette O'Connor, CFO*

2016-364 **It was moved by Councillor McEwen and seconded by Councillor Mole**
THAT Council approve recommendation 1 of report item "2016 Holiday Season Office Hours", which states:
1. *THAT Council authorize the closure of the Municipal Hall, Community Centre, and the Public Works and Parks departments for the 2016 holiday season from Monday, December 19th, 2016 through January 02, 2017. The offices will re-open on Tuesday, January 03, 2017.*
CARRIED.

11.3 Request for Council Direction on Right of Way and possible Amenity Contribution for Lot 33, Plan VIP79602 *John Towgood, Planner 1*

2016-365 **It was moved by Councillor McEwen and seconded by Councillor Noel**
THAT Council approve recommendation 1 of report item "Request for Council direction on Right of Way and possible Amenity Contribution for Lot 33, Plan VIP79602", which states:
1. *THAT the amenity offer contained in the body of this report is satisfactory and Staff be directed to register the SRWs and amenity covenant prior to consideration of Final Adoption of Zoning Amendment Bylaw No. 1203, 2016.*
CARRIED.

12. LEGISLATION

12.1 REPORT **Zoning Amendment Bylaw No. 1208 - Rescind Third, Reconsider, Give Third Reading** *John Towgood, Planner 1*

2016-366 **It was moved by Councillor Mole and seconded by Councillor McEwen**
THAT Council approve recommendations 1 through 3 of legislative report item, "Zoning Amendment Bylaw No. 1208 - Rescind Third, Reconsider, Give Third Reading", which states:
1. *THAT Council rescind third reading of Zoning Amendment Bylaw No. 1208, 2016; AND*

2. *THAT Council receive and consider a written submission provided to the District within the timeframe allowed per the October 25, 2016 Public Hearing; AND*
3. *THAT Council consider giving Third Reading anew to Zoning Amendment Bylaw No. 1208, 2016.*

CARRIED.

2016-367 **It was moved by Councillor McEwen and seconded by Councillor Mole**
THAT Council rescind Third Reading of District of Ucluelet Zoning Amendment Bylaw No. 1208, 2016.

CARRIED.

2016-368 **It was moved by Councillor Mole and seconded by Councillor McEwen**
THAT Council receive Maureen and Jim Harvey's written submission dated October 21, 2016 for consideration in relation to Zoning Amendment Bylaw No. 1208, 2016.

CARRIED.

12.2 BYLAW

District of Ucluelet Zoning Amendment Bylaw No. 1208, 2016

2016-369 **It was moved by Councillor McEwen and seconded by Councillor Noel**
THAT Council give Third Reading to District of Ucluelet Zoning Amendment Bylaw No. 1208, 2016.

CARRIED.

Councillor Mole left the meeting at 8:11 pm due to a conflict of interest

12.3 REPORT

Zoning Amendment Bylaw No. 1211, 2016 - First and Second Reading
John Towgood, Planner 1

2016-370 **It was moved by Councillor McEwen and seconded by Councillor Noel**
THAT Council approve recommendation 1 of legislative report item "Proposal to Amend Zoning Bylaw No. 1160, 2013 by Removing Lot: 5 Plan: VIP17976 Section: 21 District: 09 From R-1 Zone - Single Family Residential and Place it in GH Zone - Guest House", which states:

1. *THAT Zoning Amendment Bylaw No. 1211, 2016 be given First and Second Reading and advance to a public hearing.*

CARRIED.

12.4 BYLAW

Zoning Amendment Bylaw No. 1211, 2016

2016-371 **It was moved by Councillor McEwen and seconded by Councillor Noel**
THAT Council give First Reading to Zoning Amendment Bylaw No. 1211, 2016.

CARRIED.

2016-372 **It was moved by Councillor Noel and seconded by Councillor McEwen**

THAT Council give Second Reading to Zoning Amendment Bylaw No. 1211, 2016.

CARRIED.

Councillor Mole returned to the meeting at 8:15 pm

12.5 REPORT

Request for First and Second Reading Zoning Amendment

John Towgood

2016-373

It was moved by Councillor McEwen and seconded by Councillor Noel

THAT Council approve recommendation 1 of legislative report item, "Proposal to Amend Zoning Bylaw No. 1160, 2013 by Removing Lot: 6 VIP76238 District: 09 From R-2 Zone - Medium Density Residential and Place it in GH Zone-Guest House" which states:

- 1. THAT Zoning Amendment Bylaw No. 1212, 2016 be given First and Second Reading and advance to a public hearing.*

CARRIED.

12.6 BYLAW

Zoning Amendment Bylaw No. 1212, 2016

2016-374

It was moved by Councillor McEwen and seconded by Councillor Noel

THAT Council give First Reading to Zoning Amendment Bylaw No. 1212, 2016.

CARRIED.

2016-375

It was moved by Councillor McEwen and seconded by Councillor Noel

THAT Council give Second Reading to Zoning Amendment Bylaw No. 1212, 2016.

CARRIED.

13. LATE ITEMS

13.1 Proposed Education Signage for Boat Basin

Central Westcoast Forest Society

2016-376

It was moved by Councillor Mole and seconded by Councillor Noel

THAT Council approve the education signage presented by the Central Westcoast Forest Society;

AND FURTHER, that Council permit the Central Westcoast Forest Society to proceed in their plans to work with the District of Ucluelet to install signage and a metal donation box at the Small Craft Harbour.

CARRIED.

13.2 Draft 2017 Budget for Tourism Ucluelet

Denise Stys-Norman, Executive Director

2016-377

It was moved by Councillor Mole and seconded by Councillor Noel

THAT Council receive the 2017 draft budget and tactical plan for Tourism Ucluelet;

AND FURTHER, that Council arrange a meeting with Tourism Ucluelet to discuss the budget as presented.

CARRIED.

14. NEW BUSINESS

14.1 Councillor Mole

- Councillor Mole requested that future agendas containing zoning amendments include the physical location of the property under consideration within the reports; Councillor Mole also requested that future agendas involving readings of zoning amendments always have the word 'amendment' included in the resolution to ensure there is clarity that it is an amending bylaw being considered, not the original bylaw being amended

15. QUESTION PERIOD

15.1 Council received questions and comments from the public re:

- Timeline for the adoption of Zoning Amendment Bylaw No. 1208, 2016

16. CLOSED SESSION

16.1 Procedural Motion to Move In-Camera

2016-378

It was moved by Councillor Mole and seconded by Councillor McEwen
THAT the meeting be closed to the public in order to address agenda items under Section 90(1), subsections (e) and (j), of the Community Charter

CARRIED.

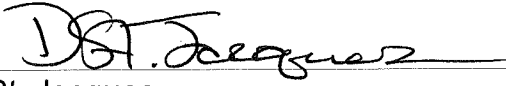
17. ADJOURNMENT

17.1 Mayor St. Jacques suspended the regular meeting at 8:21 pm and moved in-camera at 8:33 pm

17.2 Mayor St. Jacques adjourned the in-camera meeting at 9:10 pm and resumed the regular meeting

17.3 Mayor St. Jacques adjourned the regular meeting at 9:11 pm

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, November 8, 2016 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Dianne St. Jacques
Mayor



Andrew Yeates
CAO