

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Tuesday, December 13, 2022 at 5:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson (via Zoom), Hoar, Kennington, and Maffei
 Staff: Duane Lawrence, Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 Bruce Greig, Director of Community Planning
 Abby Fortune, Director of Parks and Recreation
 Joseph Rotenberg, Manager of Corporate Services
 Monica Whitney-Brown, Planning Assistant

Regrets:

1. CALL TO ORDER

The meeting was called to order at 5:00 PM.

1.1 ACKNOWLEDGEMENT OF THE YUULU?IL?ATH

Council acknowledged the Yuulu?il?ath, on whose traditional territories the District of Ucluelet operates.

1.2 NOTICE OF VIDEO RECORDING

Audience members and delegates were advised that the proceeding was being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.

2. LATE ITEMS

2.1 Updated Letter of Intent - Appendix B to "Zoning Amendment for 2108 Peninsula Road" (Agenda Item 8.2.)

2022.2233.REGULAR *It was moved and seconded that the "Updated Letter of Intent" be added to the Agenda as Appendix B to Agenda Item 8.2, "Zoning Amendment for 2108 Peninsula Road".*

CARRIED.

3. APPROVAL OF THE AGENDA

3.1 December 13, 2022 Regular Meeting Agenda

2022.2234.REGULAR *It was moved and seconded **THAT** Council adopt the December 13, 2022 Regular Meeting Agenda as amended.*

CARRIED.

4. ADOPTION OF MINUTES

Bank program. This program provides emergency rent subsidization loans. The delegate also outlined the Society's budget and funding sources.

The Society is seeking additional funding from local governments to expand their service area in the amount of \$10,000.

6. PUBLIC HEARINGS

The Mayor chaired this public Hear.

Mayor McEwen outlined the public hearing rules and the Clerk outlined the how the public can participate online and in-person.

Councillor Kennington, recused himself from the first public hearing, as he is a contractor interested in the property. He left the meeting at 5:24 PM.

6.1 Public Hearing - District of Ucluelet Zoning Amendment Bylaw No. 1319, 2022

The public hearing was opened by the Chair at 5:24 PM.

The Chair noted that the public hearing is also an opportunity to provide input on Development Variance Permit 22-07.

6.2 Proposed Bylaw & Background Information

Bruce Greig, Director of Community Planning, provided a brief overview of Bylaw No. 1319, 2022 and Development Variance Permit 22-07.

6.3 Related Written Correspondence Received During Notice Period

There was no related correspondence received during the notice period.

6.4 Applicant Presentation

The Applicant's representative, Jamie Carson, 780 Rainforest Drive, fielded Council questions related to garbage pickup.

6.5 Public Input

Maggie Brown, 936 Amphitrite Place, asked if the property would be used only for nightly rentals?

Mr. Carson clarified that four units would be residential units which cannot be rented short-term and four units are residential units which could be rented short-term.

There was no further public input.

Mr. Greig, addressed Council questions about mechanisms that could be used to require a long-term tenant be on site. Mr. Greig also addressed questions about the uses allowed under the property's current zoning.

The Applicant, Shane Hilder, 2108 Peninsula Road, noted that the requested zoning amendment would create a long-term tenancy and a short-term rental accommodation which would help to fund the construction of the home. He also outlined the planned industrial uses, which would be a workshop which would not be used for retail purposes. Mr. Hilder clarified the location of the proposed workshop, and noted that he does not intend to rent the workshop space out.

Option C was moved, seconded, discussed and defeated.

The Applicant noted that Option B presented in the report was workable.

Option B was moved, seconded, discussed and defeated.

Mr. Greig answered Council questions related to the term, renewal and applying for a fresh temporary use permit after the renewal expires.

Option A was moved, seconded, discussed and carried.

- 2022.2242.REGULAR *It was moved and seconded **THAT** Council direct staff to draft a zoning bylaw amending at 2108 Peninsula Road as requested by the applicant.*
DEFEATED.
- 2022.2243.REGULAR *It was moved and seconded **THAT** Council direct staff to draft a zoning bylaw amending the uses at 2108 Peninsula Road as requested by applicant and explore mechanisms to ensure a suitable level of life-safety requirements for any suites.*
DEFEATED.
- 2022.2244.REGULAR *It was moved and seconded **THAT** Council indicate to the applicant that rezoning the property at 2108 Peninsula Road to permit a tourist accommodation suite would not align with community needs, and direct staff to work with the applicant to:*
1. draft a zoning amendment bylaw to tailor the zoning of the property to allow for the other commercial uses sought by the owner; and,
2. pursue the tourist accommodation use through a temporary-use permit.
CARRIED.

9. REPORTS

This public hearing was closed at 5:35 PM.

Councillor Kennington reentered the meeting at 5:36 PM after this public hearing was closed.

6.6 Public Hearing - District of Ucluelet Zoning Amendment Bylaw No. 1320, 2022

The public hearing was opened by the Chair at 5:36 PM.

6.7 Proposed Bylaw & Background Information

Bruce Greig, Director of Community Planning, provided a brief overview of Bylaw No. 1320, 2022.

6.8 Related Written Correspondence Received During Notice Period

There was no correspondence.

6.9 Applicant Presentation

The Applicant, Nicole Buston, outlined the reasons for expanding the footprint of their home and fielded Council questions.

6.10 Public Input

There was no public input.

This public hearing was closed at 5:41 PM.

7. UNFINISHED BUSINESS

There was no unfinished business.

8. BYLAWS

**8.1 Cemetery Management Amendment Bylaw No. 1323
*Abby Fortune, Director of Parks and Recreation***

Ms. Fortune presented this report.

2022.2241.REGULAR *It was moved and seconded **THAT** Council adopt the District of Ucluelet Cemetery Management Amendment Bylaw No. 1323, 2022.*

CARRIED.

**8.2 Zoning Amendment for 2108 Peninsula Road
*Monica Whitney-Brown, Planning Assistant***

Bruce Greig, Director of Community Planning, presented this report.

4.1 December 9, 2021 Special Minutes

2022.2235.REGULAR *It was moved and seconded **THAT** Council adopt the December 9, 2021, Special Council Minutes as presented.*
CARRIED.

4.2 August 10, 2021, Committee of the Whole Minutes

2022.2236.REGULAR *It was moved and seconded **THAT** Council adopt the August 10, 2021, Committee of the Whole Minutes as presented.*
CARRIED.

4.3 October 19, 2021 Committee of the Whole Minutes

Council noted two errors:

- Heather Riddick's name is misspelled; and
- Their, is misspelled on the section related to the Whale Festival Society.

2022.2237.REGULAR *It was moved and seconded **THAT** Council adopt the October 19, 2021 Committee of the Whole Minutes as amended.*
CARRIED.

4.4 November 23, 2021, Committee of the Whole Minutes

2022.2238.REGULAR *It was moved and seconded **THAT** Council adopt the November 23, 2021, Committee of the Whole Minutes as presented.*
CARRIED.

4.5 June 21, 2022, Committee of the Whole Minutes

2022.2239.REGULAR *It was moved and seconded **THAT** Council adopt the June 21, 2022, Committee of the Whole Minutes as presented.*
CARRIED.

4.6 November 29, 2022, Regular Minutes

2022.2240.REGULAR *It was moved and seconded **THAT** Council adopt the November 29, 2022, Regular Council Minutes as presented.*
CARRIED.

5. PUBLIC INPUT & DELEGATIONS

5.1 Delegations

John Horn, Connect Support Society
Re: Rent Bank

John Horn, Executive Director, Theresa MacDonald, Rent Bank Case Manager, and Azura Kines, Rent Bank Case Manager, provided a presentation about Connective Support Society's Rent

**9.1 Environmental Development Permit for 1239 Sunset Point Road
Monica Whitney-Brown, Planning Assistant**

Councillor Kennington recused himself and left the meeting at 6:24 pm, because he has an interest in this project.

Ms. Whitney-Brown, presented this report. She outlined the objective and process involved with environmental development permits. Ms. Whitney-Brown went on to outline the proposed project and development permit.

Ms. Whitney-Brown, addressed Council questions regarding when the Qualified Environmental Professional would be on site, and instructions related to a nearby eagles nest and right of way.

The Applicant's representative, Michael Baird, 1780 Larch Road, was invited to speak and was available to address Council questions. There were no questions for the Applicant.

2022.2245.REGULAR *It was moved and seconded **THAT** Council authorize the Director of Community Planning to execute and issue Environmental Development Permit DP22-20 for the property at 1239 Sunset Point Road to allow the construction of a single-family dwelling on a lot designated within a Marine Shoreline development permit area.*

CARRIED.

**9.2 Environmental Development Permit - 848 Marine Drive
Monica Whitney-Brown, Planning Assistant**

Councillor Kennington re-entered the meeting at 6:34 pm after item 9.1 concluded.

Ms. Whitney Brown presented this report.

The Applicant was invited to speak. She did not speak.

2022.2246.REGULAR *It was moved and seconded **THAT** Council authorize the Director of Community Planning to execute and issue Development Permit 22-15 for the property at 848 Marine Drive to allow a four cabin Guest House development.*

CARRIED.

**9.3 2023 Council Appointments
Joseph Rotenberg, Manager of Corporate Services**

Mr. Rotenberg presented this report. Council discussed the proposed appointments and Acting Mayor Schedule.

- 2022.2247.REGULAR *It was moved and seconded THAT Council amend the 2023 Council Appointments attached to Report No. 22-168 as Appendix A, so that Councillor Hoar is assigned to the Groundfish Trawl Advisory Committee rather than Mayor McEwen.*
CARRIED.
- 2022.2248.REGULAR *It was moved and seconded **THAT** Council adopt the 2023 Council Appointments, as amended.*
CARRIED.
- 2022.2249.REGULAR *It was moved and seconded **THAT** Councillors Anderson, Hoar, Kennington, and Maftei be designated to serve as Deputy Mayor in accordance with the schedule set out in Appendix B to report number 22-168.*
CARRIED.

10. NOTICE OF MOTION

There were no notices of motion.

11. CORRESPONDENCE

**11.1 Japanese Canadian Pavilion Interpretive Centre, November 2022
Claudia Cole, Ucluelet and Area Historical Society Board of Directors**

Pieter Timmermans, 1958 Bay Street, noted that the project is in the preliminary stages as the grant funds have not been allocated.

Council discussed the request.

- 2022.2250.REGULAR *It was moved and seconded:*
1. **THAT** Council direct Staff to prepare a letter of support for the Ucluelet and Area Historical Society's application to the Japanese Canadian Legacies Society for funding to create a permanent open-air pavilion which houses interpretive panels that tell the story of Japanese Canadian coastal fishing families in the twentieth century; and,
 2. **THAT** Council direct Staff to work with the Ucluelet and Area Historical Society on the open-air pavilion proposal and report back to Council.
- CARRIED.

**11.2 Girl Guides - Guiding Lights Across BC Celebration
Shalan Kelly, BC Public Relation and Communications Advisory,
Girl Guides of Canada**

- 2022.2251.REGULAR *It was moved and seconded **THAT** Council direct Staff to light up in blue the District of Ucluelet sign at the junction of the Tofino/Ucluelet Highway*

and Highway 4 on February 22, 2023, to participate in the Girl Guides' 'Guiding Lights Across BC Celebration.

CARRIED.

11.3 Alternate Appointment to Clayoquot Biosphere Trust Board of Directors
Rebecca Hurwitz, Executive Director, Clayoquot Biosphere Trust

2022.2252.REGULAR *It was moved and seconded THAT Staff initiate the process required for Council to appoint a new Alternate Director to the Clayoquot Biosphere Trust.*

CARRIED.

12. INFORMATION ITEMS

12.1 North Island Students' Union
NISU Board of Directors and Staff

12.2 Planning, Building and Bylaw Activity Report
Bruce Greig, Director of Community Planning

Mr. Greig presented this information report. Mr. Greig addressed Council questions regarding business license requirements.

12.3 Ucluelet Fire Rescue 2022 Q1-Q3 Report
Rick Geddes, Fire Chief

Mr. Geddes presented this information report.

12.4 District of Ucluelet 2022 Audit Service Plan
Cory Vanderhorst, CPA, CA, MNP

13. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

13.1 Councillor Shawn Anderson

13.2 Councillor Jennifer Hoar
Deputy Mayor November 1 - December 31, 2022

Dec. 8 - Attended Special Council Budget Meeting.
Dec. 10 - Attended Ucluelet Glee performance.

Councillor Hoar thanked members of the public for participating in Christmas related events such as the Advent Calendar project.

13.3 Councillor Ian Kennington

13.4 Councillor Mark Maftei

13.5 Mayor Marilyn McEwen

Mayor McEwen noted the following events:

- Sail Pass which occurred during this meeting.
- Dec. 15 - West Coast Community Resources Society Holiday Lunch.

Mayor McEwen attended the following events:

- Nov. 30 - Alberni-Clayoquot Regional District Finance Department orientation
- Dec. 1 - Alberni-Clayoquot Regional District orientations on Planning and legal issues
- Dec. 5 - Met with Cheryl McLay - BC Government Regional Manager
- Dec. 6 - District of Ucluelet Parks and Recreation and Operations orientation sessions
- Dec. 7 - Alberni-Clayoquot Regional District West Coast Committee meeting.
- Dec. 9 - District of Ucluelet Council orientation session
- Dec. 10 - District of Ucluelet Christmas party

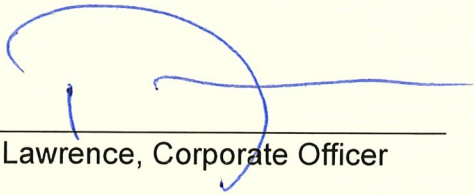
14. QUESTION PERIOD

There were no questions.

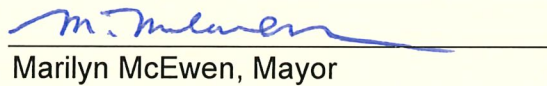
15. ADJOURNMENT

The meeting was adjourned at 7:45 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, December 13, 2022 at 5:00 pm in the Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.



Duane Lawrence, Corporate Officer



Marilyn McEwen, Mayor