

**DISTRICT OF UCLUELET**  
**MINUTES OF THE SPECIAL COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, February 27, 2018 at 1:00 PM**

Present:       **Chair:**       Mayor St. Jacques  
                  **Council:**     Councillors McEwen, Oliwa, Mole, and Noel  
                  **Staff:**       Mark Boysen, Chief Administrative Officer  
                          Carolyn Bidwell, Chief Financial Officer  
                          Barb Millar, Recording Secretary  
                          Bruce Greig, Manager of Community Planning  
                          Abby Fortune, Director of Recreation

Regrets:

**1. CALL TO ORDER**

1.1 Mayor St. Jacques called the meeting to order at 1:05 pm.

**2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

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

**3. ADDITIONS TO AGENDA**

3.1 There were no additions to the agenda.

**4. PUBLIC INPUT, DELEGATIONS & PETITIONS**

4.1 There were no members of the public who wished to speak.

**5. REPORTS**

**5.1 2018 BUDGET - PARKS & RECREATION PROJECTS**

**PROJECT NAME - HERITAGE SIGN PLAQUES**

**PROJECT NO: PRSP2017-01**

- Council asked Staff where these plaques will be located.

2017-001

It was moved by Councillor McEwen and seconded by Councillor Mole  
*THAT Council direct Staff to carry forward Heritage Sign Plaques (PRSP2017-01) Project to the 2018-2022 Financial Plan.*

CARRIED.

**PROJECT NAME - BANNERS PROGRAM**

**PROJECT NO: PRSP2017-03**

- Council asked Staff where the banners will be located.

2017-002            **It was moved by Councillor McEwen and seconded by Councillor Mole**  
*THAT Council direct Staff to carry forward Banner Program (PRSP2017-03)*  
*Project to the 2018-2022 Financial Plan.*

CARRIED.

**PROJECT NAME - AGE FRIENDLY ACTION PROJECT - RESOURCE HUB**  
**PROJECT NO: PRSP2017-04**

2017-003            **It was moved by Councillor Noel and seconded by Councillor Mole**  
*THAT Council direct Staff to carry forward Age Friendly Project - Resource Hub*  
*(PRSP2017-04) to the 2018-2022 Financial Plan.*

CARRIED.

**PROJECT NAME - ALDER RD - END OF PARK**  
**PROJECT NO: PRSP2017-05**

- Council asked Staff if there was an opportunity for a kayak launch at this site.

2017-004            **It was moved by Councillor McEwen and seconded by Councillor Mole**  
*THAT Council direct Staff to carry forward Alder Rd - End of Park (PRSP2017-05)*  
*Project to the 2018-2022 Financial Plan.*

CARRIED.

**PROJECT NAME - WPT CONNECTOR - SPRING COVE**  
**PROJECT NO: PRCP2017-01**

- Mayor St. Jacques welcomed a member of the public to speak.
- A.Murray - asked Council at what point the public could make budget comments and ask questions about the budget. Ms. Murray expressed concerns regarding previous year's public input being perceived to be after the budget was finalized.

2017-005            **It was moved by Councillor McEwen and seconded by Councillor Mole**  
*THAT Council direct Staff to carry forward WPT Connector - Spring Cove*  
*(PRCP2017-01) Project to the 2018-2022 Financial Plan.*

CARRIED.

**PROJECT NAME - ST. JACQUES PARK**  
**PROJECT NO: PRCP2017-02**

2017-006            **It was moved by Councillor Mole and seconded by Councillor McEwen**  
*THAT Council direct staff to carry forward St. Jacques Park (PRCP2017-02)*  
*Project to the 2018-2022 Financial Plan.*

CARRIED.

**PROJECT NAME - BEACH IMPROVEMENTS**  
**PROJECT NO: PRCP2017-03**

2017-007            **It was moved by Councillor Mole and seconded by Councillor McEwen**  
*THAT Council direct Staff to carry forward Beach Improvements (PRCP2017-03) Project to the 2018-2022 Financial Plan.*

CARRIED.

**PROJECT NAME - LIGHT KEEPER'S HOUSE**  
**PROJECT NO: PRCP2018-01**

- Abby Fortune confirmed that \$10,000 in funding for a feasibility study has been received February 27, 2018.

**PROJECT NAME - BIG BEACH PARKING LOT - ACCESSIBLE PATHWAY**  
**PROJECT NO: PRCP2018-03 (carry forward)**

2017-008            **It was moved by Councillor McEwen and seconded by Councillor Oliwa**  
*THAT Council direct Staff to carry forward Big Beach Parking Lot - Accessible Pathway (PRCP2018-03) Project to the 2018-2022 Financial Plan.*

CARRIED.

**PROJECT NAME - PUBLIC WASHROOM CHAMBER OFFICE**  
**PROJECT NO: PRCP2018-04**

Council asked Staff for clarification on:

- RMI funding and whether it could only be used for renovation of the existing washroom?
- Who will be responsible for the operations and maintenance?

**5.2    2018 BUDGET - EMERGENCY SERVICES PROJECTS**

**PROJECT NAME - RECOVERY PLANNING AND BUSINESS CONTINUITY**  
**PROJECT NO: PSSP2017-01**

2017-009            **It was moved by Councillor Noel and seconded by Councillor Mole**  
*THAT Council direct Staff to carry forward Recovery Planning and Business Continuity (PSSP2017-01) Project to the 2018-2022 Financial Plan.*

CARRIED.

**PROJECT NAME - FURNISHINGS AT THE FIRE HALL**  
**PROJECT NO: PSSP2017-02**

2017-010            **It was moved by Councillor Noel and seconded by Councillor Mole**  
*THAT Council direct Staff to carry forward \$2,640 for Furnishings at the Fire Hall (PSSP2017-02) Project to the 2018-2022 Financial Plan.*

CARRIED.

**PROJECT NAME - COASTSMART SIGNAGE**  
**PROJECT NO: PSSP2018-01**

- Council asked Staff for clarification as to whether this cost will be covered by the National Park?

**PROJECT NAME - BEARSMART  
PROJECT NO:PSSP2018-02**

- CAO Mark Boysen suggested that the funding be reduced to \$500 - \$1000 from taxation funding. A report will be brought forward to Council at the February 27, 2018 regular meeting.

**PROJECT NAME - ESS GRANT - COMMUNITY EMERGENCY  
PREPAREDNESS FUND  
PROJECT NO:PSSP2018-05**

- Council requested a report from staff to ensure the District has resources and capabilities to manage the grant.

**PROJECT NAME - MULTI-GAS DETECTOR  
PROJECT NO: PSSP2018-06**

CFO Carolyn Bidwell provided information that carbon monoxide gas detection is a WorkSafeBC requirement and should be included in the operations budget.

**PROJECT NAME - COMMUNITY SAFE ZONE KIOSKS  
PROJECT NO: PSCP2017-01**

CAO Mark Boysen noted there were three kiosks be completed in 2018

2017-011

**It was moved by Councillor McEwen and seconded by Councillor Mole  
THAT Council direct Staff to carry forward Community Safe Zone Kiosks  
(PSCP2017-01) Project to the 2018-2022 Financial Plan.**

CARRIED.

**PROJECT NAME - TURNOUT GEAR  
PROJECT NO: PSCP2018-01**

Mayor St. Jacques welcomed a member of the public to speak.

- A. Anderson commented when a UVFB member leaves the brigade, their turnout gear is put aside for use by another member, recognizing size requirements can be problematic and eventually new gear must be purchased that fits each new

member correctly.

6. QUESTION PERIOD

- 6.1 E. Larsen asked Council the status of the pathway on Marine Drive, would it be paved, and what the pathway would look like.

7. NEW BUSINESS

- 7.1 Council suggested two dates for a Public Presentation of the 2018-2022 Financial Plan - March 26, 2018 and April 4, 2018.

8. ADJOURNMENT

- 8.1 Mayor St. Jacques adjourned the special meeting at 3:43 p.m.

**CERTIFIED CORRECT:** Minutes of the Special Council Meeting held on Tuesday, February 27, 2018 at 1:00 pm in the George Fraser Room, Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.



Dianne St. Jacques  
Mayor



Mark Boysen  
CAO