

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, December 15, 2020 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen (All Councillors via Zoom)
 Staff: Donna Monteith, Chief Financial Officer (Via Zoom)
 Bruce Greig, Manager of Community Planning (Via Zoom)
 Rick Geddes, Fire Chief (Via Zoom)
 Abby Fortune, Manager of Recreation & Tourism (Via Zoom)
 Joseph Rotenberg, Manager of Corporate Services
 Nicole Morin, Corporate / Planning Clerk

Regrets: Mark Boysen, Chief Administrative Officer

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 video recorded and broadcast on YouTube and Zoom, and those services may store data on foreign servers.

4. ADDITIONS TO AGENDA

4.1 Reordering of the Agenda

The Mayor requested that the "Mayor's Announcements" agenda item occur before the "Adoption of the Minutes".

5. APPROVAL OF AGENDA

5.1 December 15, 2020, Regular Council Meeting.

2020.240.REGULAR **It was moved by Mayor Noël and seconded by Councillor McEwen**
 THAT Council approve the December 15, 2020, Regular Council Meeting
 Agenda as amended.

CARRIED.

6. MAYOR'S ANNOUNCEMENTS

6.1 Ucluelet Fire Rescue Service Awards

The Mayor recognized the service of the following Ucluelet Fire Rescue members:

- Scott Reed - Five Years Service Award;
- Evan Hauser - Five Years Service Award;
- Paul Galloway - Ten Years Service Award;
- Alan Anderson - Retiring, Ten Years Service Award;
- John Millar - Twenty-Five Years Service Award;
- Dave Ennis - Retiring after serving since 1988; and,
- Fire Chief Rick Geddes - Twenty years serving as a fire fighter and recipient of the Fire Services Exemplary Service Medal.

7. ADOPTION OF MINUTES

7.1 November 24, 2020 Regular Minutes

2020.241.REGULAR It was moved by Councillor McEwen and seconded by Councillor Hoar *THAT* Council adopt the November 24, 2020. Regular Meeting Minutes as presented.

CARRIED.

8. UNFINISHED BUSINESS

8.1 Tourism Ucluelet 2021 Tactical Plan and Budget *Joseph Rotenberg, Manager of Corporate Services*

Denise Stys-Norman, Executive Director of Tourism Ucluelet, noted that 2021 MRDT Online Accommodation Platform Tax revenues (which in previous years were allocated by Council to the District of Ucluelet Affordable Housing Reserve Fund) would be used for destination marketing and to provide financial support to local organizations that run local events.

Council discussed the recommended motion, concerns associated with destination marketing when there is insufficient housing, and the need to kick start the economy.

2020.242.REGULAR It was moved by Councillor McEwen and seconded by Councillor Cole
1. *THAT* Council:
a. approve the Tourism Ucluelet 2021 Tactical Plan and Budget as presented;

CARRIED.

2020.243.REGULAR It was moved by Councillor McEwen and seconded by Councillor Hoar
1. *THAT* Council:

b. direct Staff to transfer up to \$55,000 of 2021 MRDT Online Accommodation Platform (OAP) tax revenues to Tourism Ucluelet and transfer any additional OAP revenues to the District of Ucluelet Affordable Housing Reserve Fund.

CARRIED.

9. PUBLIC INPUT & DELEGATIONS

9.1 Public Input

Public input via Zoom

There was no public input via Zoom.

Public input via email

There was no public input via email.

9.2 Delegations

Bob Hansen, WildSafeBC Pacific Rim

Re: 2020 WSBC Pacific Rim Season Overview and Winter 2021 Workplan

Mr. Hansen presented an overview of WildSafeBC Pacific Rim's 2020 activities and sought:

- to collaborate with District Staff to develop visitor communications related to animal attractants such as garbage;
- to collaborate with District Staff to enhance or implement District bylaws, policies and plans related to human/wildlife interactions; and,
- \$2,500 annual funding from the District of Ucluelet to support expanded WildSafeBC Pacific Rim programming.

Karen Laine and Christine Brice

Re: Utility Charges Increase

Ms. Laine, Strata Plan VIS 6411 (Whiskey Landing) Council Chair, presented about the water bill applicable to 1645 Cedar Road which is set to change from \$2,500 annually to \$11,187.

She noted low monthly usage and that the increase will be a hardship on unit owners that are already impacted by COVID-19. She also noted that the fee applies to strata units which are uninhabitable.

2020.244.REGULAR

It was moved by Mayor Noël and seconded by Councillor

McEwen.

THAT Council direct Staff to work with Ardent Properties to identify options and present a report to Council in 2021.

CARRIED.

Laurie Filigiano, Executive Director, Ucluelet Chamber of Commerce

Re: Common Ground Market Initiative

Ms. Filigiano presented about the Common Ground Market Initiative which is a multivendor online market place for west coast crafters and makers.

Ms. Filigiano noted high levels of interest among west coast makers, synergies with Tourism Ucluelet, the project's phases, and budget. She explained that a 10% commission would be charged on sales made through the platform by Chamber members and a 30% commission on non-member.

Ms. Filigiano sought a letter of support for the project and \$8,000 in funding. She also noted that she will apply to the ACRD for Grant in Aid funding.

Quorum was lost at 4:44 PM due to technical difficulties with Zoom. Quorum was regained at 4:52 PM after the technical difficulties were addressed. The meeting continued at that time.

Council discussed the project, the need for a lower membership rate for youth, and deferred the funding request to the budget process.

2020.245.REGULAR

It was moved by Councillor Hoar and seconded by Councillor McEwen.

THAT Council direct Staff to draft a letter of support for the Ucluelet Chamber of Commerce's Common Ground Market Initiative.

CARRIED.

10. CORRESPONDENCE

10.1 Flood Risk Mitigation through Green Infrastructure and Natural Assets

Rob Vagramov, Mayor, City of Port Moody

10.2 Interfor Mamook Replacement Arrowsmith FSP

Julia Leropoli, RPF, Forester

11. INFORMATION ITEMS

11.1 Coastal Communities Social Procurement Initiative Update & Membership Opportunity

Lisa Helps, Mayor, City of Victoria and Colleen Evans, Councillor, Campbell River

Council noted District's implementation of social procurement policies and Council requested that Staff provide information about the membership dues.

11.2 Vancouver Island - Sunshine Coast Community Relations 2020 Annual Report

Chris O'Riley, President and CEO, BC Hydro

Council noted BC Hydro's significant investment in the region.

2020.246.REGULAR **It was moved by Mayor Noël and seconded by Councillor McEwen**

THAT Council direct Staff to draft a letter of thanks to Chris O'Riley, President and CEO, for BC Hydro's continued investment in the region.

CARRIED.

2020.247.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

THAT Staff invite BC Hydro to make a delegation to Council when they open their new facility in ACRD Area 'C'.

CARRIED.

12. COUNCIL COMMITTEE REPORTS

12.1 Councillor Marilyn McEwen

Deputy Mayor January - March 2020

- December 1, 2020 - Harbour Authority Meeting.
- December 2, 2020 - Wild Pacific Trail Society Meeting. Donations are down from 2019 but the Spring Cove Trail is almost complete.
- December 3, 2020 - District of Ucluelet Budget Meeting.

12.2 Councillor Lara Kemp

Deputy Mayor April - June 2020

- December 1, 2020 - Harbour Authority Meeting.
- December 9, 2020 - Ucluelet Secondary School PAC Meeting. Concern was noted over COVID-19 practices at the school.
- Thanked residents for donating gifts for the Remax Christmas Angel Fundraiser.

12.3 Councillor Jennifer Hoar

Deputy Mayor July - September 2020

- December 1, 2020 - Harbour Authority Meeting.
- December 2, 2020 - Wild Pacific Trail Society Meeting.
- December 3, 2020 - District of Ucluelet Budget Meeting.
- Thanked residents for participating in the Stuff the Cruiser and the Reverse Advent Calendar events.

12.4 Councillor Rachelle Cole
Deputy Mayor October - December 2020

- December 9, 2020 - ACRD Board Meeting. Noted that the Board received a presentation about the West Coast Local Labour Market Indicators project.
- December 1, 2020 - Harbour Authority Meeting. Councillor Cole Chaired this meeting.
- Coastal Family Resource Coalition Meeting. Noted that there are new local resources for testing and immunizations in the community. Community Paramedics will be distributing vaccinations.

12.5 Mayor Mayco Noël

- December 14, 2020 - Regional AVICC call with Minister of Municipal Affairs and Housing, Minister Osborne.
- November 30, 2020 - Central Westcoast Forest Society Annual (CWFS) General Meeting. Mayor Noël announced that he was elected Chair of CWFS' Board of Directors.

13. REPORTS

13.1 Gatherings and Events Order & The Designated Overflow Area
Joseph Rotenberg, Manager of Corporate Services

Mr. Rotenberg presented this report and noted that closing Rooms 1 and 2 (the designated place where the public can watch and hear Council meetings) is required by the updated Provincial Order regarding events and gatherings.

2020.248.REGULAR It was moved by Councillor Hoar and seconded by Councillor Cole

1. **THAT** pursuant to Section 7(4) of Ministerial Order M192 Council close Activity Room 1 and 2 to in-person public attendance during the December 15, 2020, Regular Meeting due to the Provincial Health Order regarding Gatherings and Events; and,
2. **THAT** Council continue to ensure openness, transparency, accessibility, and accountability in respect of all open council meetings and public hearings by:
 - a. *livestreaming open council meetings and public hearings on YouTube and Zoom Webinar;*

- b. *receiving public input and questions submitted during open council meetings and public hearings via email and having Staff read the same during the Public Input or Question Period sections of the agenda;*
- c. *receiving public input and questions in real time at open council meetings and public hearings via Zoom Webinar; and,*
- d. *receiving written correspondence at council meetings and public hearings submitted in accordance with District of Ucluelet Council Procedures Bylaw No. 1264, 2020.*

CARRIED.

13.2 2021 Council Appointments ***Mayor Noël***

Council discussed the current appointments and noted that there will be no changes in 2021.

2020.249.REGULAR **It was moved by Councillor Kempes and seconded by Councillor McEwen**

1. *THAT Councillor Cole be appointed as representative to the Alberni-Clayoquot Regional District Board (ACRD) and Councillor Kempes be appointed as alternate.*
2. *THAT Councillor Cole be appointed to the ACRD West Coast Committee and ACRD Long Beach Airport Advisory Committee.*
3. *THAT Mayor and Council be appointed as Council Liaisons in accordance with Appendix A to this report.*
4. *THAT Councillors Cole, McEwen, Kempes, and Hoar be designated to serve as Deputy Mayor in accordance with Appendix A of this report.*
5. *THAT Councillor McEwen, Mayor Noël, Mark Boysen (Chief Administrative Officer) and Donna Monteith (Chief Financial Officer) be designated as the District of Ucluelet authorized signatories.*

CARRIED.

13.3 Amphitrite Point Park - Long Range Development Plan ***Abby Fortune, Manager of Recreation & Tourism***

Ms. Fortune sought funding approval for phase one of the Amphitrite Point Park Long Range Development Plan. She explained that the front counter application referred to in the report is an application to the Province to acquire the Amphitrite Centre and parking lot. Ms. Fortune also explained that public consultation will occur during phases 4 and 5 of the Plan.

2020.250.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Kempes**

1. *THAT Council approve spending up to \$105,500 to fund Phase One of the Amphitrite Point Park project, as budgeted for in the Five-Year Financial Plan 2020-2024 Bylaw No. 1274, 2020.*

CARRIED.

13.4 Ucluelet Climate Change Adaptation Plan Adoption
Mark Boysen, Chief Administrative Officer

Council noted that Mr. Boysen was unable to attend this meeting.

2020.251.REGULAR **It was moved by Mayor Noël and seconded by Councillor Kemps**
THAT the agenda item titled "Ucluelet Climate Change Adaptation Plan Adoption" be deferred to the next Regular Council Meeting.

CARRIED.

13.5 Resolution Tracking - November 2020
Nicole Morin, Corporate / Planning Clerk

In response to Council questions, it was explained that:

- the District is waiting for the Ucluelet & Area Historical Society to respond to the proposed lease agreement;
- Bylaw 1248 and 1249 will be brought back to Council after an occupancy permit is issued for the subject property; and,
- the ACRD is pursuing funding for the Multi-Use Path extension.

13.6 Cheque Listing - November 2020
Nicole Morin, Corporate / Planning Clerk

14. LEGISLATION

14.1 Development of "The Cabins" Properties in the Reef Point Area
John Towgood, Planner 1

Mr. Greig presented a slideshow about an OCP Bylaw Amendment, Zoning Bylaw Amendment, Housing Agreement Bylaw, Development Variance Permit, the discharge of statutory right-of-way, the amendment of another statutory right-of-way and a Development Permit, all of which are associated with the proposed expansion of the resort known as the Cabins at Terrace Beach.

This expansion / development relates to properties located at the following civic addresses:

1. 330 Reef Point Road (the "Lodge Property");
2. 316 Reef Point Road (the "Staff Housing Property");
3. 1082 Peninsula Road and several other legal parcels near that civic address (the "Cabins Property").

The OCP and Zoning Amendment Bylaws

Mr. Greig noted that the OCP and Zoning Amendment Bylaws (Bylaw Nos. 1281, 2020 and 1282, 2020, respectively) apply to the Lodge and Staff Housing Properties. He explained that the OCP Amendment Bylaw would change the land use designation from Residential-Single Family

to Tourist Commercial and the Zoning Amendment Bylaw would change the zoning designations of these properties from Guest House to CS-5 Tourist Commercial. The Zoning Amendment Bylaw would also allow a maximum of two accessory dwelling units as a secondary permitted use on the Staff Housing Property.

Mr. Greig explained that the use of the building that is currently on the Lodge Property is akin to a motel use which would conform with the CS-5 Tourist Commercial zoning designation.

The developer has offered a statutory right-of-way to the District for a trail which could be connected from Spring Cove to the Wild Pacific Trail.

Development Variance Permit for the Lodge Property

Mr. Greig explained that this DVP would allow one existing cabin to be set back eight metres and another cabin to be set back fifteen metres from a creek on the Lodge Property. Whereas the requirement is thirty metres.

The Staff Housing Property

The owners are requesting that the Staff Housing property be amalgamated with the Lodge Property. The owners plan to build two staff housing units atop a proposed laundry room. The Housing Agreement Bylaw (Bylaw No. 1283, 2020) will be used to ensure that this building is used staff housing.

A Development Permit for the staff housing / laundry building will be sought at a later date. The developer has offered a trail to connect Reef Point Road, Coral Way and Little Beach with Terrace Beach.

The Cabins Property

Mr. Greig noted that these properties are zoned CS - 5 Tourist Commercial which matches the current and intended uses of the Cabins Property. He also outlined:

- the character of the proposed 13 three-storey, two-bedroom cabins, which will be constructed on what used to be Peninsula Road. He also outlined the character and location of two proposed mixed use-buildings which would include an operations or commercial space and two tourist accommodations units in each building;
- geotechnical issues including flood construction levels and the recommendation that the resort develop a tsunami evacuation plan;
- planned roads, traffic circulation, parking, and pathways;

- planned statutory rights-of-way for public trails which would connect to the crosswalk at the corner of Boardwalk Boulevard and the Spring Cove Trail and create a loop between Spring Cove and Terrace Beach;
- the Yuułuʔiłʔatḥ Government has reviewed the trail location; and,
- an area of proposed road dedication which offers the District an opportunity to develop accessible trail connection between Terrace Beach and Peninsula Road.

Mr. Greig outlined a number of variances required by the cabins related to their rear and side setbacks as well as setbacks from the natural boundary of a creek.

Mr. Greig noted that there is an archeological site on the property. An archeological study has been conducted and a site alteration permit from the Province will be a required part of the developer's process.

Statutory Rights-of-Way

Mr. Greig outlined the existing Statutory rights-of-way that can be removed as development proceeds, one was for a trail and the other for a footpath/sewer. These rights-of-way are poorly situated for their designated use or unusable due to development on site and will be replaced with the proposed new rights-of-way in the proper locations.

Sequence of Process

Mr. Greig outlined the next steps in the development process.

Trail Costs

Mr. Greig noted that the District would bear the costs of constructing trails on the statutory rights-of-way but these costs would be eligible for Gas Tax and RMI funds.

Recommended Motions

Mr. Greig outlined the recommended motion.

Council discussed referring the OCP Bylaw Amendment to the Toquaht Nation and the Tla-o-qui-aht First Nation in addition to the recommended agencies.

- 2020.252.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
 1. ***THAT*** District of Ucluelet Official Community Plan Amendment Bylaw No. 1281, 2020, be introduced and be given first reading by title only; CARRIED.
- 2020.253.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
 2. ***THAT*** Council consider District of Ucluelet Official Community Plan

Amendment Bylaw No. 1281, 2020, in conjunction with the District of Ucluelet Financial Plan;

CARRIED.

2020.254.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Kemps**

3. THAT Council consider District of Ucluelet Official Community Plan Amendment Bylaw No. 1281, 2020, in conjunction with the Waste Management Plan;

CARRIED.

2020.255.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

4. THAT District of Ucluelet Official Community Plan Amendment Bylaw No. 1281, 2020, be given second reading;

CARRIED.

2020.256.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

5. THAT District of Ucluelet Official Community Plan Amendment Bylaw No. 1281, 2020, be referred to the following agencies:

- a. Yuuʔuʔiʔath Government;*
- b. Alberni Clayoquot Regional District;*
- c. Wild Pacific Trail Society;*
- d. Tourism Ucluelet; and,*
- e. Ucluelet Chamber of Commerce;*

CARRIED.

2020.257.REGULAR **It was moved by Councillor Hoar and seconded by Mayor Noëi**

6. THAT District of Ucluelet Official Community Plan Amendment Bylaw No. 1281, 2020, also be referred to the following agencies:

- a. Toquaht Nation; and,*
- b. Tla-o-qui-aht First Nation;*

CARRIED.

2020.258.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

7. THAT District of Ucluelet Official Community Plan Amendment Bylaw No. 1281, 2020, be referred to a public hearing;

CARRIED.

2020.259.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

8. THAT District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020, be given first and second reading and advanced to a public hearing;

CARRIED.

2020.260.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

9. THAT District of Ucluelet Housing Agreement Bylaw No. 1283, 2020, be given first, second, and third reading;

CARRIED.

2020.261.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

10. THAT Council direct Staff to give the statutory notice for Development Variance

Permit DVP20-06 to provide an opportunity for public input on the proposed Development Variance Permit at the public hearing on the OCP amendment and Zoning amendment bylaws;

CARRIED.

2020.262.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

11. **THAT** Council authorize the following:

a. discharge of Statutory Right-of-Way EL10355 from the Cabins Property, as defined in this report, at the time the subdivision is registered to redefine the parcel boundaries for the subject properties; and,

b. removal of section 3.a from Statutory Right-of-Way EL10354 from the Lodge and the Staff Housing Property, as defined in this report, at the time the subdivision is registered to redefine the parcel boundaries for the subject properties; and,

CARRIED.

2020.263.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

12. **THAT** Council indicate that final adoption of the requested bylaws would be subject to the following:

a. registration of a Section 219 Restrictive Covenant on the properties to ensure:

i. that, prior to obtaining an occupancy permit for any of the proposed cabins, the subdivision to consolidate the lots and resolve the parcel boundaries will have been registered; and,

ii. that the development and use of the Lodge and Staff Housing will conform to the plans presented;

b. registration of Section 218 Statutory Rights-of-Way to allow for construction and maintenance of the public access trails by the District, as proposed on the submitted plans.

CARRIED.

14.2 District of Ucluelet Harbour Regulation Amendment Bylaw No. 1280, 2020 - Readings 1-3

Joseph Rotenberg, Manager of Corporate Services & Abby Fortune, Manager of Recreation & Tourism

Mr. Rotenberg outlined the proposed amendment bylaw.

2020.264.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**

1. **THAT** District of Ucluelet Harbour Regulation Amendment Bylaw No. 1280, 2020, be given first, second and third reading.

CARRIED.

15. OTHER BUSINESS

There was no other business

16. QUESTION PERIOD

16.1 Questions from the public via Zoom

There were no questions from the public via Zoom.

16.2 Questions from the public via email

There were no questions from the public via email.

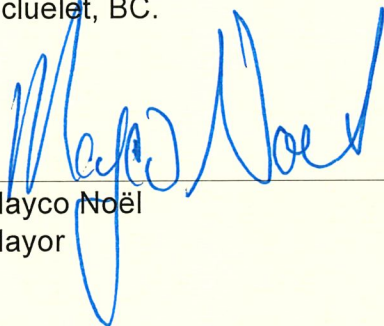
17. CLOSED SESSION

There was no closed session.

18. ADJOURNMENT

The meeting was adjourned at 6:22 P.M.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, December 15, 2020 at 3:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Mayco Noël
Mayor



Mark Boysen
CAO