

AGENDA

REGULAR MEETING OF COUNCIL

Tuesday, November 24, 2015

7:30 p.m.

**George Fraser Room, Ucluelet Community Centre
500 Matterson Drive,
Ucluelet, B.C.**

Council Members:

Mayor Dianne St. Jacques
Councillor Sally Mole
Councillor Randy Oliwa
Councillor Marilyn McEwen
Councillor Mayco Noel



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REGULAR MEETING OF COUNCIL
7:30 p.m.
Tuesday, November 24, 2015
George Fraser Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet

AGENDA

- 1. CALL TO ORDER**
- 2. ADOPTION OF MINUTES**
 - 2.1 November 10, 2015 Regular Minutes** **p.7**
- 3. UNFINISHED BUSINESS**
- 4. MAYOR'S ANNOUNCEMENTS**
- 5. PUBLIC INPUT, DELEGATIONS & PETITIONS**
- 6. CORRESPONDENCE**
 - 6.1 Invitation re: Not-For-Profit Conference** **p.15**
Genus Capital Management
 - 6.2 Response re: Arrowsmith Area Timber Supply Review** **p.17**
Ministry of Forests, Lands and Natural Resource Operations
- 7. INFORMATION ITEMS**
 - 7.1 BCSFA Sustainability Progress Report and Update** **p.21**
BC Salmon Farmers Association
 - 7.2 UBCM Follow-up re: Seismic Mitigation Program** **p.23**
Ministry of Education
 - 7.3 UBCM Follow-up re: Strata Accommodation Properties** **p.25**
Ministry of Community, Sport and Cultural Development
 - 7.4 Vancouver Island Regional Library 2016-2020 Financial Plan** **p.27**
Alberni-Clayoquot Regional District
- 8. COUNCIL COMMITTEE REPORTS**
 - 8.1 Councillor Sally Mole**
Deputy Mayor April - June
 - Ucluelet & Area Child Care Society
 - Westcoast Community Resources Society
 - Coastal Family Resource Coalition
 - Food Bank on the Edge⇒ *Other Reports*

8.2 Councillor Marilyn McEwen

Deputy Mayor July – September

- West Coast Multiplex Society
 - Ucluelet & Area Historical Society
 - Wild Pacific Trail Society
 - Vancouver Island Regional Library Board – Trustee
- ⇒ *Other Reports*

8.3 Councillor Mayco Noel

Deputy Mayor October – December

- Ucluelet Volunteer Fire Brigade
 - Central West Coast Forest Society
 - Ucluelet Chamber of Commerce
 - Tourism Ucluelet
 - Signage Committee
- ⇒ *Other Reports*

8.4 Councillor Randy Oliwa

Deputy Mayor January – March

- Vancouver Island Regional Library Board - Alternate
 - Harbour Advisory Committee
 - Aquarium Board
 - Seaview Seniors Housing Society
- ⇒ *Other Reports*

8.5 Mayor Dianne St. Jacques

- Alberni-Clayoquot Regional District
 - Coastal Community Network
 - Groundfish Development Authority
 - DFO Fisheries Committees for Groundfish & Hake
 - Pacific Rim Harbour Authority
- ⇒ *Other Reports*

9. REPORTS

- | | |
|---|-------------|
| 9.1 Expenditure Voucher G-17/15 | p.29 |
| Jeanette O'Connor, Chief Financial Officer | |
| 9.2 2016 Council Meeting Schedule | p.33 |
| Morgan Dossdall, Deputy Municipal Clerk | |
| 9.3 Primary Liquor License Amendment Application for Howler's Restaurant | p.35 |
| John Towgood, Planner 1 | |

10. LEGISLATION

11. LATE ITEMS

12. NEW BUSINESS

13. QUESTION PERIOD

14. CLOSED SESSION

Procedural Motion to Move In-Camera:

THAT the meeting be closed to the public in order to address agenda items under Section 90(1), subsections (a) and (j) of the *Community Charter*.

15. ADJOURNMENT

6.2 Adoption Awareness Month

Ministry of Children and Family Development

2015-275 It was moved by Councillor McEwen and seconded by Councillor Oliwa
THAT Council declare November as Adoption Awareness Month in Ucluelet.

CARRIED

6.3 Follow-up from VIEA

Canadian Cancer Society

2015-276 It was moved by Councillor McEwen and seconded by Councillor Mole
THAT Council receive correspondence item 6.3 for information.

CARRIED

6.4 Meeting Request Tourism Vancouver Island

Suzanne Ghetler, Tourism Vancouver Island

2015-277 It was moved by Councillor Oliwa and seconded by Councillor McEwen
*THAT Council approve meeting with Tourism Vancouver Island
AND THAT staff be directed to coordinate the meeting on the Mayor's behalf.*

CARRIED

7. INFORMATION ITEMS:

2015-278 It was moved by Councillor McEwen and seconded by Councillor Mole
THAT Council receive information items 7.1 through 7.7 as a block.

CARRIED

7.1 UBCM Follow-up Minister Anton

Ministry of Justice

2015-279 It was moved by Councillor Oliwa and seconded by Councillor McEwen
THAT Council direct staff to respond to the Honourable Minister Anton's letter to express gratitude and that Council looks forward to hearing from Mr. Clayton Pecknold, Assistant Deputy Minister and Director of Police Services, on RCMP services.

CARRIED

7.2 Sponsored Crown Grant

Ministry of Community, Sport and Cultural Development

7.3 UBCM Follow-up Minister Polak

Ministry of Environment

7.4 UBCM Follow-up Minister Thomson

Ministry of Lands, Forests and Natural Resources

7.5 Tourism Ucluelet Interim Budget

Tracy Eeftink, Chair of Board of Directors

7.6 FOI Course for Elected Officials
Local Government Leadership Academy

7.7 Remembering Working People
BC Labour Heritage Centre

2015-280 It was moved by Councillor McEwen and seconded by Councillor Oliwa
*THAT information item 7.7 "Remembering Working People" be referred to the
Ucluelet and Area Historical Society for their information.*

CARRIED

8. COUNCIL COMMITTEE REPORTS:

8.1 Councillor Mole

Food Bank on the Edge

- Met November 3
- New freezer a great asset; using it to store produce from elementary school greenhouse and donations; freezer was possible thanks to a grant from the Coastal Community Credit Union
- Aiming for 95 Christmas hampers this year; while food donations are appreciated, cash contributions are needed to complete the hampers (to purchase specialty items including perishable food items and gifts for children)
- Any donations of socks, bedding, and men's clothing also very welcome right now

Coastal Family Resource Coalition

- Met November 4
- First gathering of all responders to Leviathan II incident; key attendees included Dr. Hasselback and trauma psychotherapists
- Received presentation on harm reduction from Griffin Russell - Island Health; on West Coast, alcohol and marijuana use has risen; ambulance visits for suicide attempts has risen; one infantile death; discussed need to come together to identify what is going wrong and what we can do
- North Island College putting out courses on electrical training, hospitality, and other technical courses; trying to get the word out

Ucluelet & Area Child Care Society

- Working on grant-in-aid application for rent reduction; working through lease agreement

8.2 Councillor McEwen

West Coast Multiplex Society

- Met November 2, the first meeting since August
- Currently waiting for official contract from ACRD now that geotech and location has been confirmed for the multiplex centre

- Next steps include updating the draft business plan, creating an RFP for the building design, having land assessed by a realtor, and completing fundraising
- Goal is to have centre built and completed in 2017

Ucluelet & Area Historical Society

- Visioning session on November 17
- Identified short term priorities, including: creating a new website, grant writing, more historical educational signs, and a finish creating a work space in the Municipal Hall where items can be stored/catalogued
- Long term goal is still focusing on creating museum at Amphitrite Point

Wild Pacific Trail Society

- Met November 4
- 9 new lookouts are complete; will be a photo opportunity to showcase them on November 15 at 10am
- Inquiry as to whether Onni Group would be open to providing parking for the Ancient Cedars trail, as parking on highway is dangerous
- Holding annual retreat at Black Rock on January 17, 2016; will review strategic plan at this time
- 2015 Trail Counter numbers are in: 172,000 at Lighthouse Loop, 245,000 at Coast Guard area, 50,000 at Ancient Cedars, and 110,000 at Marine/Cynamocka; total of 358,432 visitors to the trail for 2015

Other Reports

- Attended Vancouver Island Economic Alliance in October; will post the State of the Island Economic Report to Ucluelet.ca; conference included businesses and government representatives
- Attended transportation action table in Port Alberni on October 19; representatives from many communities discussed transportation challenges, including getting people to their doctor's appointments for those without vehicles; Wheels for Wellness program is moving forward

2015-281

It was moved by Councillor McEwen and seconded by Councillor Oliwa
THAT Council direct staff to approach the Onni Group regarding the possibility of their providing parking for users of the Wild Pacific Trail - Ancient Cedars Loop.

CARRIED

8.3 Councillor Noel

No meetings to report

8.4 Councillor Oliwa

Seaview Seniors Housing Society

- Held AGM November 8; same board re-elected (longest standing board members at over 25 years)
- Discussed annual bake sale/spring fling; last event was held at Forest Glen, but had poor turnout; usual location is at UAC Hall; are requesting to have next fundraiser at the UAC Hall

Other Reports

- Attended Education and Career Fair at Yuułu?it?ath last week; had a panel of 11 speakers with lots of people from local communities and various industries providing information; high school students attended as well; want to offer congratulations to event organizers for a successful event

Harbour Advisory Commission

- Joint meeting with Council postponed until early December

8.5 Mayor St. Jacques

N/A

9. REPORTS:

9.1 Expenditure Voucher G-16/15

Jeanette O'Connor, Chief Financial Officer

2015-282 It was moved by Councillor Mole and seconded by Councillor McEwen
THAT Council receive Expenditure Voucher G-16/15.

CARRIED

9.2 Holiday Hours

Jeanette O'Connor, Chief Financial Officer

2015-283 It was moved by Councillor Oliwa and seconded by Councillor Mole
THAT Council approve recommendation 1 of report item 9.2 "Holiday Season Office Hours", which states:

1. *THAT Council authorize the closure of the Municipal Office for the 2015 holiday season from Monday, December 21, 2015 through Friday, January 01, 2016. The office will reopen on Monday, January 4, 2016.*

CARRIED

9.3 Staff Report on Smoking Control

John Towgood, Planner I

2015-284 It was moved by Councillor Mole and seconded by Councillor McEwen
THAT Council approve recommendation 1, a through d inclusive, of report item 9.3 "Proposed Smoking Control Bylaw", which states:

1. *THAT a Smoking Control Bylaw be created that includes any of the applicable clauses below:*
 - a) *A ban on smoking in all public playgrounds, playing fields, designated public spaces, public trails and all municipal parks; and/or*
 - b) *Increase the current 3 metre buffer zone for smoking near doorways, open windows, air intakes and bus stops to 8 metres; and/or*
 - c) *A ban on smoking in restaurant/bar patios, as well as 8 metres from customer service areas, including patios; and/or*
 - d) *Apply a fine based enforcement strategy.*

CARRIED

10.LEGISLATION:

None

11.LATE ITEMS

11.1 Asset Management Program Grant

- 2015-285 It was moved by Councillor Oliwa and seconded by Councillor McEwen
THAT Council authorize staff to submit a grant application to UBCM in the amount of \$10,000 under the Asset Management Planning Program, to which the District will match with \$10,000 from a combination of cash and in-kind contributions.
- CARRIED**

12.NEW BUSINESS:

12.1 Councillor Mole

- ❖ Posed query to Council on behalf of Westcoast Community Resources Society on their application for second stage housing on Bay Street, regarding: possibility of waiving development fees for the property with a grant-in-aid, and possibility of applying for tax exemption for the property

12.2 Acting Mayor Noel

- ❖ Provided Council with an update on behalf of Mayor St. Jacques, who has been in contact with Dave Bing at the Ministry of Education; they discussed plans for Ucluelet and he will be getting back to Council soon

12.3 Councillor Oliwa

- 2015-286 It was moved by Councillor Oliwa and seconded by Councillor McEwen
THAT staff be directed to arrange a meeting between Council and newly elected MP Gord Johns for early in the New Year.
- CARRIED**
- 2015-287 It was moved by Councillor Oliwa and seconded by Councillor McEwen
THAT staff be directed to write a letter to the Yuułu?i?ath Government congratulating them on a successful 'Strengthening Connections - VIU & other BC Colleges/Universities Educational Career Fair'.
- CARRIED**

13.QUESTION PERIOD:

Council received questions and comments from the public re:

- Clarification on information items 7.2 (implications) and 7.4 (opportunity for public input)

14. CLOSED SESSION:

2015-288 It was moved by Councillor Mole and seconded by Councillor Oliwa
THAT the meeting be closed to the public in order to address agenda items under Section 90(1), subsections (a), (g) and (j) of the Community Charter.

CARRIED

Acting Mayor Noel suspended the regular meeting and moved in-camera at 8:15 pm.

15. ADJOURNMENT:

Acting Mayor Noel adjourned the in-camera meeting at 8:49 pm and resumed the open meeting at 8:50 pm.

RELEASE OF CLOSED MEETING DECISIONS

2015-289 It was moved by Councillor Mole and seconded by Councillor McEwen
THAT Council appoint Erik Larsen to the Board of Variance for a three-year term in accordance with District of Ucluelet Board of Variance Bylaw No. 1163, 2014.

CARRIED

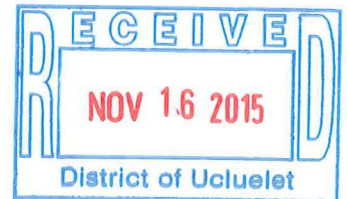
Acting Mayor Noel adjourned the regular council meeting at 8:53 pm.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, November 10, 2015 at 7:30 pm in the George Fraser Community Room, 500 Matterson Road, Ucluelet, BC.

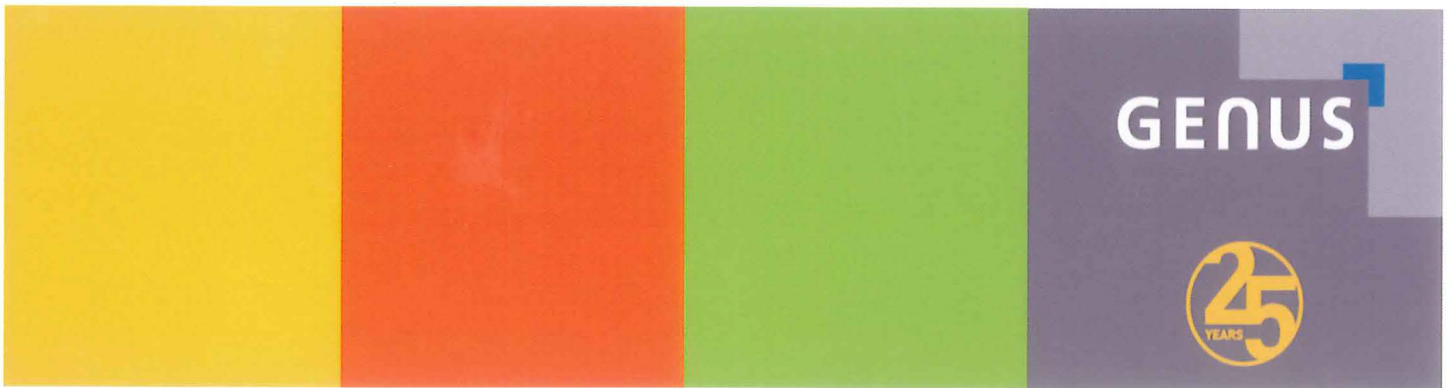
Mayco Noel
Acting Mayor

Andrew Yeates
CAO

6th Floor – 900 West Hastings Street
Vancouver, British Columbia
Canada V6C 1E5
Tel: 604 683 4554
Fax: 604 683 7294
E-mail: info@genuscap.com
Web site: www.genuscap.com



You're invited...



Foundation & Not-for-Profit Event

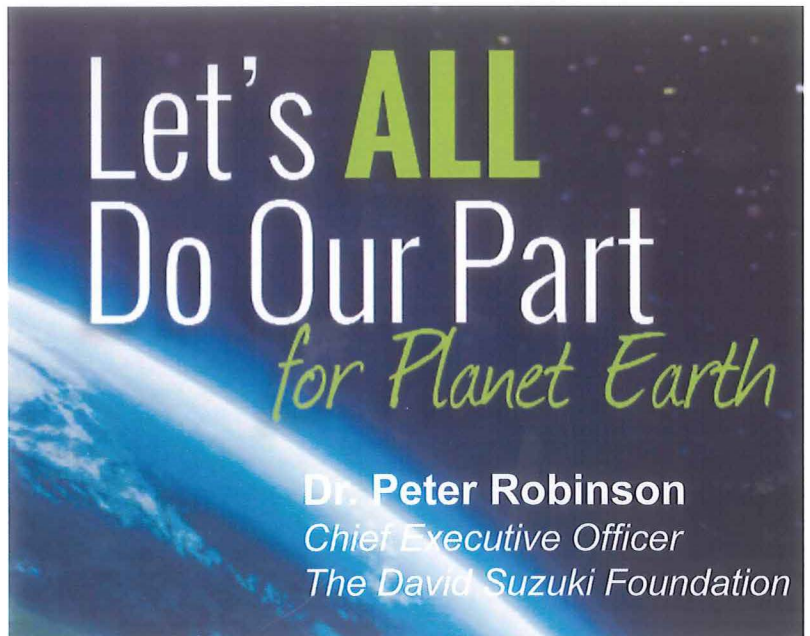
JOIN US TO ENJOY GREAT FOOD + DRINKS + NETWORKING + INSPIRATIONAL THOUGHTS

We're delighted to invite you and a guest to join us.

Wednesday, December 2, 2015
4:30 – 7:00 pm

Refreshments & hors de 'Oeuvres
will be served

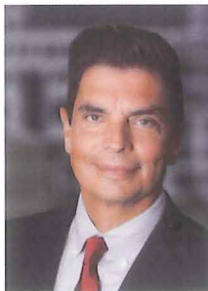
Bill Reid 639
Gallery Hornby Street
of Northwest Coast Art Vancouver, BC



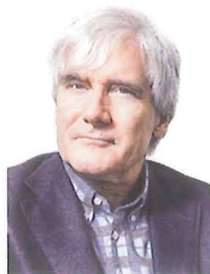
Speakers



Margaret Lanthier



Wayne Wachell



Peter Robinson

RSVP

Please contact Rachel Element at 604-683-4554 or email relement@genuscap.com before Tuesday, November 24, 2015.

Space is limited so please respond quickly if this interests you.

Program

4:30 – 5:15 **Registration & Networking**

5:15 – 5:20 **Welcome & Opening Remarks**

Margaret Lanthier BA, CIF
Director of Non-Profit Investments & Partner

5:20 – 5:30 **The Investment Landscape**

Wayne Wachell MBA, CFA
CEO & Chief Investment Officer

5:30 – 5:50 **Featured Speaker**

Dr. Peter Robinson
*Chief Executive Officer
The David Suzuki Foundation*

6:00 – 7:00 **Reception & Gallery Viewing**

Current exhibition:
Gwaii Haanas: Land Sea People

GENUS

Serving the Foundation, Endowment & Not-For-Profit Community



File: 12820-20/038

November 12, 2015

Sent by Email: info@ucluelet.ca

Mayor and Council
 District of Ucluelet
 P.O. Box 999
 Ucluelet, British Columbia
 V0R 3A0
info@ucluelet.ca

Dear Mayor and Council:

The Ministry of Forests, Lands and Natural Resource Operations (FLNR) is in the process of a Timber Supply Review (TSR) for the Arrowsmith Timber Supply Area (TSA). An overview map of the Arrowsmith TSA has been attached for your reference.

The TSR is a strategic, high-level review of the Arrowsmith TSA's timber supply and leads to the chief forester's allowable annual cut (AAC) determination for the TSA. The AAC is the rate of timber harvest permitted each year from a specified area of land, and is expressed in cubic meters of wood. There are several components in the TSR process which may take up to 24 months to complete.

In accordance with Section 8(1) of the *Forest Act*, the chief forester must determine an AAC at least once every ten years from the date of the last determination. The TSR process is now nearing completion of the initial stage, the data package. The data package is a compilation of the best available information on the definition of the current timber harvesting land base (THLB) including but not limited to net downs for non-timber resources such as wildlife habitat, species at risk, old growth and landscape level biodiversity, riparian areas, stand-level biodiversity, archaeological features, recreation sites and trails, research installations, economically inoperable areas, and roads and landings. The data package also identifies the current forest management assumptions to be applied to the THLB including but limited to regeneration assumptions and expected growth rates, timber utilization standards and minimum harvest ages, visual quality objectives, community and fisheries sensitive watersheds, and Clayoquot Sound watershed plans.

Page 1 of 2

Ministry of Forests, Lands and
 Natural Resource Operations

South Island
 Natural Resource District

Location:
 4885 Cherry Creek Road
 Port Alberni, BC
 CANADA

Mailing Address:
 4885 Cherry Creek Road
 Port Alberni, BC
 V9Y 8E9

Tel: 250-731-3000
 Fax: 250-731-3010

District of Ucluelet

The data package can be found on the Forest Analysis and Inventory Branch website at:
https://www.for.gov.bc.ca/hts/tsa/tsa38/tsr_2015/38tsdp15_final.pdf

The summary of information and assumptions in this package forms the basis of the timber supply analysis (second stage of the TSR process), which the chief forester will use to assist in determining the new AAC for the Arrowsmith TSA (final stage of the TSR process).

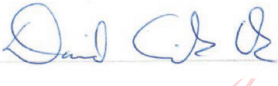
As you may be aware, the Arrowsmith TSA is also engaged in an Integrated Resource Management Planning (IRMP) pilot process, running concurrent with the TSR. This process is being led by the Resource Practices Branch (RPB) of FLNRO. To date there have been First Nations and licensee meetings held to introduce and provide input into the plan. Current information related to the IRMP (also referred to as an Integrated Silviculture Strategy) can be found at the RPB website: <https://www.for.gov.bc.ca/HFP/silstrat/index.htm>

We understand that the District of Ucluelet may have interests that may need specific consideration in the TSR process for the Arrowsmith TSA. On behalf of the chief forester, FLNR would like to provide an opportunity for the District of Ucluelet to offer any comments that you may have in regard to the data package for the Arrowsmith TSA TSR, including your suggestions as to any new data or information that you would like to see incorporated into this package that will be used as part of the second stage of the TSR process, the timber supply analysis.

Please provide your comments in writing within 30 days from the date of this letter. Further engagement will be undertaken with the District of Ucluelet at the timber supply analysis stage of the TSR process. The draft timber supply analysis will likely be ready in late fall of 2016. Once the AAC determination is made the District of Ucluelet will receive notification of this decision along with the rationale. The AAC determination is expected in the winter of 2017.

We acknowledge the technical nature of the draft data package; and therefore, if you have any questions, require further information, or would like to meet please don't hesitate to contact Tracy Andrews, Resource Officer, at (250) 731-3087 or by email Tracy.Andrews@gov.bc.ca. For any other questions, please contact myself at (250) 731-3065 or by email David.Cruickshank@gov.bc.ca.

Yours truly,


DN: cn=David Cruickshank, o=Ministry of
Forests, Lands and Natural Resource
Operations, ou=South Island Natural
Resource District,
email=David.Cruickshank@gov.bc.ca, c=CA
Date: 2015.11.12 14:26:48 -08'00'

David Cruickshank, R.P.F.
Resource Forester
South Island Natural Resource District

Attachments: Arrowsmith TSA overview map

pc: Tracy Andrews, R.P.F., Resource Officer, South Island Natural Resource District

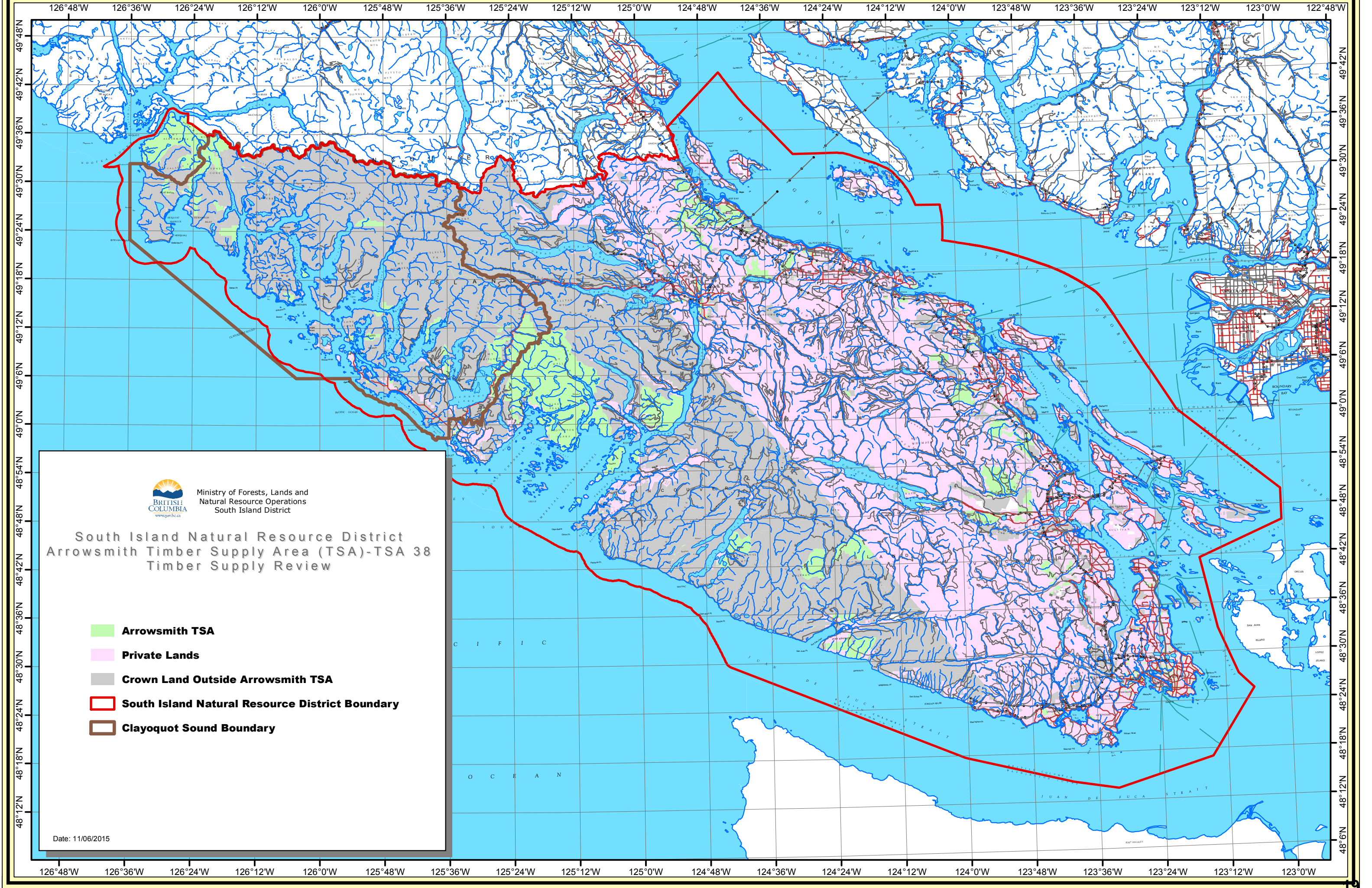


Ministry of Forests, Lands and
Natural Resource Operations
South Island District

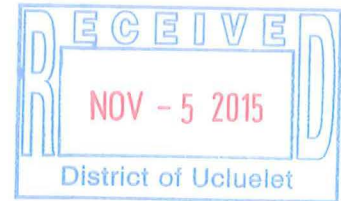
South Island Natural Resource District Arrowsmith Timber Supply Area (TSA)-TSA 38 Timber Supply Review

- Arrowsmith TSA
- Private Lands
- Crown Land Outside Arrowsmith TSA
- South Island Natural Resource District Boundary
- Clayoquot Sound Boundary

Date: 11/06/2015



Filecode: 0400-20 BCSFA
 X-Ref:
 Forwarded to: Council, Andrew
 Physical Electronic



November 24, 2015 CM

Mayor Dianne St. Jacques
 PO Box 999
 Ucluelet, B.C.
 V0R 3A0

October 30, 2015

Dear Mayor and Council,

Enclosed in this package are copies of two important publications I would like to draw your attention to.

The 2015 BCSFA Sustainability Progress Report was published on October 27th, 2015 and details the advancements salmon farmers in B.C. have made towards sustainability: environmental, social and economic. It also provides updates and clarification on issues of public interest including the use of antibiotics and vaccinations, management of salmon lice, escapes and predator management, and advancements in the composition of salmon feed.

This is the first time this information has been published in a cohesive manner, tailored for a wide audience, while drawing from various sources previously available to the public directly through our member companies, Fisheries and Oceans Canada, and academics. I hope you will find it useful in answering any questions you may have about salmon farming. It is our member's hope that this will be an important tool in the ongoing discussion of aquaculture and fisheries management and we look forward to feedback from all readers as we prepare to publish again in 12-months.

Our members are working to not only provide information in a digestible format, but also on a more frequent basis than it is currently available. In addition to producing annual Sustainability Progress Reports as an additional resource, members growing Atlantic salmon have begun to publish information on sea lice management on their websites as of October 2015. Fisheries and Oceans Canada publishes audit data on a quarterly basis, as well as a comprehensive annual report. However, by publishing information directly on their websites, our members believe they are taking an important measure to provide information to those interested in a more timely fashion.

I have also enclosed a copy of a newspaper feature recently published by the Campbell River Mirror. The BCSFA provided some assistance with the content, and we believe it can provide further information on farm-raised salmon. I would like to draw your attention to the advertisers in this publication, a wide spectrum of businesses serving the North Island – all enthusiastically supportive of their neighbours in aquaculture.

I would be happy to meet with you and your council and discuss this information further. In addition, we invite you to join us for a tour this spring or summer, which happen regularly out of Campbell River, Tofino and Port Hardy.



We hope to share more with you in the future and continue the dialogue and discussion on how to shape our coastal salmon farming industry for the benefit of the Ucluelet and all British Columbians into the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeremy Dunn", is written above the typed name.

Jeremy Dunn
Executive Director
BC Salmon Farmers Association

NOTE FROM STAFF:
The report and newspaper are available in the Council Office for review.



**RECEIVED BY
EMAIL ON**
November 17, 2015

November 17, 2015

Ref: 184266

Her Worship Mayor Dianne St. Jacques
District of Ucluelet
Email: dstjacques@ucluelet.ca

Dear Mayor St. Jacques:

I am writing in follow up to the meeting held at the 2015 UBCM convention in Vancouver. It was a pleasure to meet with you to discuss your seismic safety concerns for both Ucluelet Elementary and Ucluelet Secondary schools and your request to have them considered for higher priority in the Province's Seismic Mitigation Program (SMP).

As we discussed, the recent seismic assessment completed in 2014, rated both schools as high risk, which has increased their priority standing in the SMP. As a result, School District 70 (Alberni) is incorporating these schools into their long-term plans and is working with the Ministry of Education to develop, design and provide costs estimates for upgrades. It is anticipated this work will be complete by summer of 2016, which will help to prioritize against other needs within the capital plan. The Ministry is committed to mitigating all high risk seismic schools, as quickly as possible.

I would also like to confirm that Shanna Mason, Assistant Deputy Minister, Planning and Major Projects Division will arrange a date with your staff, school district staff and ministry staff to tour your community and schools. In the meantime, if you have any questions, please do not hesitate to connect with Ms. Mason directly by phone at (250) 356-6750 or by email at Shanna.Mason@gov.bc.ca.

Again, thank you for attending the 2015 UBCM convention in Vancouver.

Sincerely,

Mike Bernier
Minister

pc: Shanna Mason, Assistant Deputy Minister, Planning and Major Projects Division

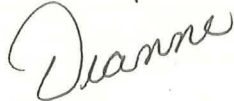


November 24, 2015 CM

Ref: 159608

OCT 28 2015

Her Worship Mayor Dianne St. Jacques
and Members of Council
District of Ucluelet
PO Box 999
Ucluelet, BC V0R 3A0



Dear Mayor St. Jacques and Councillors:

As the new Minister of Community, Sport and Cultural Development, I appreciated meeting with your delegation at the 2015 UBCM Convention in Vancouver. It is always valuable to hear directly from local governments regarding issues and concerns in their communities.

I was interested to hear your concerns with the current assessment process for Strata Accommodation Properties (SAPs) in British Columbia.

I recognize that the issue of split classification for SAPs has ramifications for some small communities in terms of revenues from property taxation. It is always a challenge trying to strike a balance between not overburdening taxpayers, while ensuring local governments have the resources they need to meet service requirements.

The current assessment rules for SAPs were brought into place in 2007, but only after significant consultations with local governments. Although the Province of British Columbia will continue to work with local governments to address concerns regarding the classification of SAPs, it is not considering any further legislative changes at this time.

It is also important to note that there is no direct link between local zoning and the assessment classification for taxation purposes. The classification is determined by the actual use or type of the property and there may be a number of different actual uses of the property, subject to zoning bylaw enforcement by the municipality. For example, there are commercially zoned properties that are classed as farm as the owner meets the requirements for farm classification despite the permitted use restrictions of the applicable zoning bylaw, which do not include farm use. The municipalities within which these properties are located have declined to enforce the zoning bylaw and the Province has no authority to assume that enforcement responsibility.

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Her Worship Mayor Dianne St. Jacques
and Members of Council
Page 2

Thank you again for taking the time to meet with me at the Convention. I look forward to a continuing productive dialogue with your community.

Sincerely,



Peter Fassbender
Minister



Sherri Hewko

From: Info Ucluelet
Sent: November-16-15 12:36 PM
To: Council
Cc: Andrew Yeates; Morgan Dossall
Subject: Vancouver Island Regional Library - 2016-2020 Financial Plan
Attachments: 201511130857.pdf

From: Tracy Bond [REDACTED]
Sent: November-13-15 9:13 AM
To: Lucas Banton [REDACTED]; John McNabb [REDACTED] Penny Cote [REDACTED] Mike
 Kokura [REDACTED] Tony Bennett [REDACTED] Keith Wyton [REDACTED]
 [REDACTED] Info Ucluelet <InfoUcluelet@ucluelet.ca>; office@tofino.ca
Subject: Vancouver Island Regional Library - 2016-2020 Financial Plan

Copy of letter for your information.

Tracy Bond, Administrative Assistant
 Alberni-Clayoquot Regional District
 3008 Fifth Avenue
 Port Alberni, BC V9Y 2E3
 Phone: (250)720-2700
 Fax: (250)723-1327
 Email: [REDACTED]



November 12, 2015

Mr. Bruce Jolliffe, Chair
Vancouver Island Regional Library Board
PO Box 3333 – 6250 Hammond Bay Road
Nanaimo, BC
V9R 5N3

Dear Chairperson Jolliffe & Board,

The Alberni-Clayoquot Regional District (ACRD) Board of Directors met on October 28, 2015 and received the adopted 2016 – 2020 Financial Plan for the Vancouver Island Regional Library (VIRL).

Library services are recognized as a fundamental public service that provides universal access to knowledge and culture, helping to build and advance communities.

The ACRD Board of Directors is very concerned with the continued escalating cost for the library service. The cost of the library service is increasing well beyond the rate of inflation on an annual basis. The ACRD increase for 2016 is 6.04% higher than the 2015 contribution. The VIRL service is one of the most expensive services for many small communities and is becoming unaffordable.

We request the VIRL Board to undertake a thorough review in 2016 for the purposes of developing a strategy to live within the rate of inflation to minimize the financial burden on local tax payers while continuing to provide financially sustainable services.

Your consideration of this matter is greatly appreciated.

Sincerely,

John McNabb,
Vice-Chairperson

cc: ACRD Electoral Area Directors
City of Port Alberni
District of Ucluelet
District of Tofino

District of Ucluelet Expenditure Voucher

G-17/15

Date: November 18, 2015

Page: 1 of 4

CHEQUE LISTING:

AMOUNT

Cheques: # 23289 - # 23343	\$	117,039.88
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PAYROLL:

PR 23/15	\$	57,236.62
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\$ 174,276.50

RECEIVED FOR INFORMATION AT MEETING HELD:

November 24, 2015

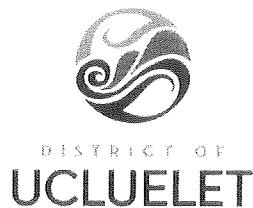
Jeanette O'Connor, CFO

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
023289	002	06/11/2015	AL001	ACKLANDS - GRAINGE	0538268 0538499 0538030	CONDUIT DUCT CONDUIT DUCT GLOVES/ISOTONIC SO	506.24 506.24 208.33		208.33	
023290	002	06/11/2015	BE737	BENSON ERICA	121441	BENSON-YOUTH OCT 4	1,433.60		1,433.60	
023291	002	06/11/2015	BK138	BRUHWILER KRISTIN	1000362.001	CLASS CANCELLED	54.00		54.00	
023292	002	06/11/2015	CE004	CORPORATE EXPRESS	39794340 39755437	PAPER/DIARIES/TISS SAFE/FILING CABINE	355.99 1,455.97		1,811.96	
023293	002	06/11/2015	ci192	CIBC - VISA CENTRE	10/15	OCT/15	2,402.59		2,402.59	
023294	002	06/11/2015	CK608	CORTES KEVIN	D496	D496	2,336.15		2,336.15	
023295	002	06/11/2015	DC001	DOLAN'S CONCRETE L	UP75999 75988 UP37837	BMX CRUSH KIMOTO PIT RUN WPT GRAVEL	339.71 451.05 531.17		1,321.93	
023296	002	06/11/2015	DK143	DEVRIES KATHY	121446	DEVRIES-AFTRSCHL O	312.50		312.50	
023297	002	06/11/2015	EL048	ERIK LARSEN DIESEL	713230	#12 GREASE FITTING	114.53		114.53	
023298	002	06/11/2015	FPWD3	FOCAL POINT WOOD D	10/15	OCT/15	1,675.80		1,675.80	
023299	002	06/11/2015	FW050	FAR WEST DISTRIBUT	295997 296130 296125	PAPER PRODUCT/G.BA PAPER PRODUCTS DOG BAGS	149.83 75.45 112.65		337.93	
023300	002	06/11/2015	GC577	GREYHOUND COURIER	4710799	TRAFFIC LIGHT	56.30		56.30	
023301	002	06/11/2015	GW178	GRAY WHALE DELICAT	282431 282434 282439 282435 282438	BUSINESS WALK SNAC CORAL WAY FIRE SNA JTMD MEALS JTMD MEALS JTMD MEALS	99.43 280.09 57.23 168.38 412.11		1,017.24	
023302	002	06/11/2015	HC195	HAGAR CARA	121445	YOGA CLASS CANCEL	42.00		42.00	
023303	002	06/11/2015	IH042	INNER HARMONY SERV	3753	OCT/15	2,443.88		2,443.88	
023304	002	06/11/2015	IR644	IRIDIA MEDICAL	15-2311	AED DEC/15-NOV/16	105.00		105.00	
023305	002	06/11/2015	LBG73	LONG BEACH GUTTERS	877754	CLEAN HALL & GUTTE	798.00		798.00	
023306	002	06/11/2015	LE001	LEVELTON CONSULTAN	1057371	WATER MAIN ASSESSM	157.50		157.50	
023307	002	06/11/2015	LEASE	UCLUELET CONSUMERS	11/15	NOV/15	250.00		250.00	
023308	002	06/11/2015	MA952	MAXXAM ANALYTICS	VA927723 VA927721 VA927720 VA927718 VA927717	B593611 B590951 B588764 B588757 B586015	78.75 78.75 157.50 78.75 78.75		472.50	
023309	002	06/11/2015	MM001	MAGIC MOMENTS SHIR	15-102601	PLAQUE	28.00		28.00	
023310	002	06/11/2015	NI001	NORTH ISLAND COLLE	08-825916	MODULE 5 -FF1001	1,500.00		1,500.00	
023311	002	06/11/2015	PI110	PUROLATOR INC	429116363	MAXXAM	80.57		80.57	
023312	002	06/11/2015	RK125	ROSENE KAT	121442 121443	ROSENE-FAMILY FITN ROSENE-FAMILY CIRC	84.00 126.00		210.00	
023313	002	06/11/2015	S9372	ST JACQUES DIANNE	121448 121449 121450	ST.JACQUES-EDUC.CO ST.JACQUES-HYDRO ST.JACQUES-EMCON	45.36 8.64 8.64		62.64	
023314	002	06/11/2015	SBR01	SONBIRD REFUSE & R	23601 23600 23599 23597	P/W OCT/15 WD OCT/15 SCH OCT/15 52 STEPS OCT/15	708.10 480.27 931.98 346.61		2,466.96	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
023315	002	06/11/2015	SJ004	S & J SERVICES	036240	OCT/15	138.60		2,805.60	
					036242	OCT/15 JANITOR	315.00			
					036243	OCT/15	651.00			
					036239	OCT/15	1,386.00			
					036241	OCT/15 JANITOR	315.00			
023316	002	06/11/2015	T9345	TOWGOOD JOHN	121447	TOWGOOD-LGMA TRAIN	876.69		876.69	
023317	002	06/11/2015	TU428	TOURISM UCLUELET	08/15	AUG/15	49,094.91		49,094.91	
023318	002	06/11/2015	UI923	UKEE INFO TECH	10227	IT SUPPORT OCT/15	1,962.48		1,962.48	
023319	002	06/11/2015	UP459	UCLUELET PETRO-CAN	17119053	#23 FLAT REPAIR	22.40		1,225.30	
					17118973	#2 HEADLIGHT	12.96			
					17118992	#21 BRAKE FLUID	259.26			
					17119071	#9 DOOR HANDLE	11.06			
					17119190	#10 BRAKELINE	187.58			
					17119178	#4 FRONT END REPAI	732.04			
023320	002	06/11/2015	VIFST	FLAG SHOP (THE VAN	V-01	BANNER POLE/ARMS H	9,576.04		9,576.04	
023321	002	06/11/2015	WI219	WALCO INDUSTRIES L	29961	CATCH BASIN VACUUM	2,059.05		2,059.05	
023322	002	06/11/2015	WIRRL	WEST ISLE RESOURCE	2967	BARK MULCH	990.15		990.15	
023323	002	06/11/2015	WP166	WINDSOR PLYWOOD -	67389A	LUMBER/NAILS	265.29		3,154.47	
					67559A	SPRAY PAINT	43.95			
					68049A	LUMBER/SCREWS	96.12			
					68098A	BRUSHES	55.86			
					68156A	SANDPAPER	12.94			
					68246A	DECK PLANKS	1,261.21			
					68272A	CEMENT	26.88			
					68295A	STAIN	383.58			
					68435A	SPRAY PAINT	52.76			
					68500A	STAIN	173.13			
					68643A	FENCE POSTS	782.75			
023324	002	06/11/2015	WP166	WINDSOR PLYWOOD -	68689A	WHEEL BARROW	196.84		196.84	
023325	002	12/11/2015	AA211	ANDERSON, ALAN	121453	ANDERSON-INCIDENT	908.10		908.10	
023326	002	12/11/2015	AL001	ACKLANDS - GRAINGE	0538360	DUCT HOSE	707.42		707.42	
023327	002	12/11/2015	CK608	CORTES KEVIN	D497	D497	525.71		525.71	
023328	002	12/11/2015	CT002	CLEARTECH INDUSTRI	141966JJP 633663	CONTAINER RETURN	294.00- 696.36		402.36	
023329	002	12/11/2015	FSC10	FOUR STAR COMMUNIC	34676	OCT/15	136.50		136.50	
023330	002	12/11/2015	GPC25	GREATPACIFIC CONSU	269	OCT/15 OUTFALL	7,575.02		7,575.02	
023331	002	12/11/2015	KP708	KABABAYANG PILPINO	121451	PERFORMANCE FEE	2,000.00		2,000.00	
023332	002	12/11/2015	LC077	LOOMIS EXPRESS	5790823	YOUNG ANDERSON/BAR	66.05		66.05	
023333	002	12/11/2015	LGM01	LGMA	11-25-ELEARN 12-01-E-LEARN 24-11-E-LEARN 11-18-E-LEARN	DOSDALL-E-LEARN FO ESSENTIAL SUPERVIS DOUGLAS-E-LEARN PU CONFLICT RESOLUTIO	157.50 157.50 157.50 157.50		630.00	
023334	002	12/11/2015	MC423	MCPHERSON CAREY	121452	MCPHERSON-GYNNASTI	1,965.54		1,965.54	
023335	002	12/11/2015	NK002	NIXON, KEVIN	121454	NIXON-LIVE FIRE	430.04		430.04	
023336	002	12/11/2015	PB104	PIONEER BOAT WORKS	72826 72779 72847	CLAMPS HOSE/CLAMP HOSE	13.44 4.15 9.41		27.00	
023337	002	12/11/2015	PV001	PIPE-EYE VIDEO INS	10660	YEW/BAY VIDEO/WASH	2,625.00		2,625.00	
023338	002	12/11/2015	RC006	POPPY FUND BR 65	18	WREATHS	160.00		160.00	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
023339	002	12/11/2015	RD205	ALBERNI-CLAYOQUOT	4427	GARBAGE	12.35		12.35	
023340	002	12/11/2015	TP002	TELUS	OCT/15	OCT/15	3,675.56		3,675.56	
023341	002	12/11/2015	UM010	UDELL MARK	121455	UDELL-LIVE FIRE	921.24		921.24	
023342	002	12/11/2015	UV145	UCLUELET VIDEO SER	NOV/15	NOV/15 491	557.76		557.76	
023343	002	12/11/2015	XC300	XPLORNET COMMUNICA	INV11294263	NOV/15	72.79		72.79	
Total:							117,039.88	0.00	117,039.88	

*** End of Report ***



STAFF REPORT TO COUNCIL

Council Meeting: NOVEMBER 24, 2015
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: MORGAN DOSDALL, DEPUTY MUNICIPAL CLERK

FILE NO: 0550-01 2016

SUBJECT: 2016 COUNCIL MEETING SCHEDULE

ATTACHMENT(S): APPENDIX A - 2016 COUNCIL MEETING SCHEDULE

RECOMMENDATION(S):

1. **THAT** Council adopt the Regular Council Meeting Schedule for 2016;
- OR**
2. **THAT** Council direct staff to amend the Regular Council Meeting Schedule for 2016, as directed.

PURPOSE:

The purpose of this report is to provide Council with a schedule of dates, times and places of regular Council meetings, Harbour Authority meetings, and Ucluelet Economic Development Corporation meetings for the 2016 calendar year.

BACKGROUND:

Under *District of Ucluelet Council Procedures Bylaw 1166, 2014*, section 7, regular meetings of Council are held on the second and fourth Tuesday in each month, with the following exceptions:

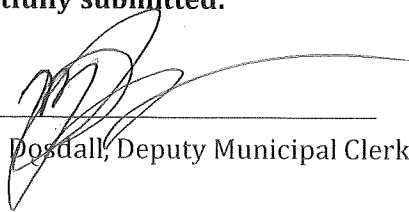
- on the fourth Tuesday of December;
- on any statutory holiday;
- within seven days of the inaugural meeting of Council following a general local election; and,
- during the annual convention of the Union of British Columbia Municipalities.

For the last several years, it has been the practice of Council to schedule one regular meeting of Council for the months of July and August, held on the second Tuesday in each of these two months.

Council is also required to meet as the Ucluelet Harbour Authority four times a year; these meetings are also denoted under their own heading on the attached schedule.

Council also meets at least once a year as the Ucluelet Economic Development Corporation.

Respectfully submitted:


Morgan Dosdall, Deputy Municipal Clerk



2016 COUNCIL SCHEDULE

All regular meetings of Council will begin at 7:30 p.m. in the George Fraser Community Room at the Ucluelet Community Centre located at 500 Matterson Drive, Ucluelet, BC.

Regular Council Meetings

January 12	April 26	September 13 *
January 26	May 10 *	October 11
February 9	May 24	October 25
February 23 *	June 14	November 8
March 8	June 28	November 22 *
March 22	July 12	December 13
April 12	August 9	

** Council also meets as the Ucluelet Economic Development Corporation at these meetings*

Harbour Authority Meetings

February 16	May 17	September 20
November 15		



STAFF REPORT TO COUNCIL

Council Meeting: NOVEMBER 24TH, 2015
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FILE No: 4320-50

FOLIO 186.001

SUBJECT: FOOD PRIMARY LIQUOR LICENSE AMENDMENT APPLICATION – HOWLERS RESTAURANT SERVICE PAST MIDNIGHT AND PATRON PARTICIPATION ENTERTAINMENT (E.G. DINE AND DANCE OR KARAOKE)

ATTACHMENT(S): APPENDIX A – PROPONENTS LETTER

RECOMMENDATION(S):

1. **THAT** Council request staff to gather the views of residents that may be affected by the proposal. To provide report outlining the views and comments of the respondents and possible recommendations within 90 days of notification ; or
2. **THAT** Council has considered the application and does not wish to provide comments or recommendations to the Liquor Control and Licensing Branch with regard to the application for a food primary liquor license amendment application for Howlers Restaurant which is requesting service till 2am and for patron participation with a dine and dance use.

PURPOSE:

To provide Council with information on a food primary liquor license amendment application for Howlers Restaurant which is requesting service till 2am and for patron participation with a dine and dance use.

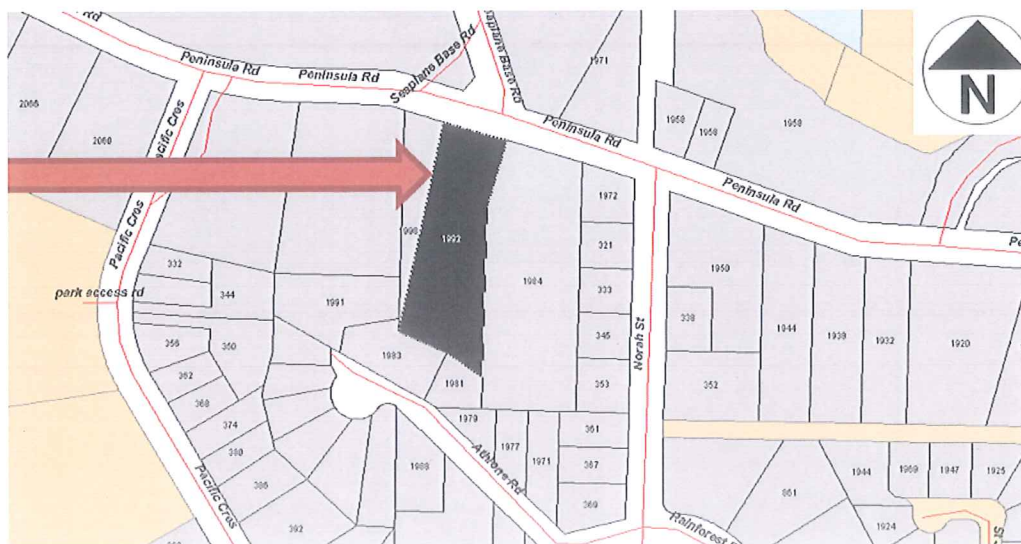


Figure 1

BACKGROUND

Certain applications and under prescribed circumstances the Liquor Control and Licensing Branch (LCLB) are required to notify and provide an opportunity for input from the District of Ucluelet and the residents that may be affected by the proposal. The District of Ucluelet can choose whether or not to provide input on an application. If the local government chooses to provide input they must:

- Gather the views of residents that may be affected by the proposed establishment
- Implement a Public Notice campaign
- Refer to internal and external departments and agencies
- Comment on each point in the regulatory criteria
- Comment on the method used to gather the views of residents
- Comment and recommend with respect to the views of residents
- Give recommendations as to whether the application should be approved and reasons for the recommendations.
- Provide the LCLB with a resolution within 90 days of notification.

If the local government chooses not to provide input they must provide a resolution indicating one of the following:

- They do not wish to provide input on any license application (do not wish to provide input in any of the prescribed circumstances detailed above)
- They only wish to provide input on certain types of license applications
- They do not wish to provide input on a particular application

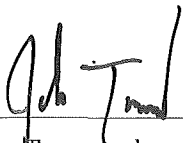
It should be noted that if a local government chooses to opt out of providing input LCLB will:

- Gather the views of residents if issuing or amending a licence may affect them
- Consider the regulatory criteria by requesting additional information from the local government

SUMMARY AND CONCLUSION:

Howlers Restaurant is located in an area that is not residential in nature. The request to provide service liquor till 2am and for patron participation with dining and dancing may be seen as a benefit for the community's entertainment options. Some Municipalities have specific bylaws and cost recovery methods for involvement in this process. The District of Ucluelet due to the infrequency of these applications does not have bylaws or cost recovery methods for this process.

Respectfully submitted:



John Towgood,
Planner 1



Dear Council,

I am requesting a resolution to allow a small dance floor to be used on occasion in the lower area of our restaurant as noted in the floor plan. I am also requesting a resolution to allow an option to service liquor until 2am. Food service will be complimenting the liquor until 2am also.

If accepted please sign my form part 12 and send the resolution to liquor.licensing@gov.bc.ca

thank you for your time,

Amie Shimizu
Howler's Family Restaurant
licence # 306457
November, 4 2015

PART 1: Establishment or Business Name Change and/or Licence Name Change C2 - LIC

To be completed when the licensee wishes to change the name of an establishment or business and/or licence.

Note: If a name change results in a change in exterior signs, the signs are subject to branch approval.

Fee: \$220 per licence x licences = \$

Establishment or business name change:

Current establishment or business name as shown on licence:

Licence name changes:

Proposed name:

Licence #: Current licence name:

Proposed licence name:

Licence #: Current licence name:

Proposed licence name:

Attach the following:

Sketch or picture of the proposed establishment or business signage.

Also complete Parts 9 and 10

PART 2. Entertainment Endorsement (Food Primary licenses only) C2 - LIC

According to the type of entertainment being applied for, complete either (A) or (B) below and attach required documents:

A) Patron non-participation entertainment endorsement (e.g., musicians)

Note: Patron non-participation entertainment must end by 1:00 a.m. Fee: \$220 per licence x licences = \$

Submit a letter of intent describing, in detail, the form of patron non-participation entertainment proposed and where it will take place in your restaurant.

B) Patron participation entertainment endorsement (e.g., dance floor):

Note: Patron participation entertainment must end by midnight. Fee: \$330 per licence x licences = \$

Submit a letter of intent describing, in detail, the form of patron participation entertainment proposed and where it will take place in your restaurant.

Request a local government/First Nation resolution commenting on the application (local government must complete Part 12 of this form. For further information on local government resolutions, read Part 11).

There are restrictions related to forms of entertainment, sound systems, etc. If you are uncertain about any of the details of your proposal, consult with licensing staff at LCLB in Victoria (see contact information on page 5 of this form).

NOTE – When relocating a Food-Primary establishment: An endorsement for patron participation entertainment cannot transfer location without local government/First Nations comment and LCLB approval. This is required because the local government/First Nation must be provided an opportunity to reconsider the impact of the endorsement on the community given the establishment's new location. Use this form to reapply for the endorsement but do not pay the application fee(s).

Are you submitting an application to transfer the location of a Food Primary licence with this application? Yes No

Also complete Parts 9 and 10

PART 3. Request of Change in Terms and Conditions C3 - LIC

This section may be used for requests to change the terms and conditions on a liquor licence including requests to the general manager for an exercise of discretion. Depending on the nature of the licence change requested, local government and public input may be required.

Fee: \$220 per licence x licences = \$

Attach:

A letter of intent describing, in detail, the proposed change to your licence and compelling reasons for your request. To request discretion, provide a written submission detailing why a request for discretion should be approved. All documentation to support your request for discretion must be submitted together in one package; the branch will not consider additional materials submitted after a completed application is received. If a staff report is prepared in regards to your request, you will be provided with a copy and will have two weeks to provide any comment before the request for discretion is considered by the General Manager. For more information on requests for discretion, see section 4.1.2 of the Licensing Policy Manual (<http://www.pssg.gov.bc.ca/lclb/docs-forms/lclb207-policy-licensing.pdf>)

Also complete Parts 9 and 10

PART 4. Live theatres requesting liquor service in conjunction with C3 - LIC Fee: \$330

films/broadcasts

Licensed live event theatres may apply for permission to serve liquor in conjunction with films and broadcasts. Please provide a written proposal detailing your request.

See Policy Directive 12-02 for the conditions that apply to liquor service at live theatres during films and broadcasts.

LCLB will forward your application to your local government/first nation for comment. Consideration will also be given to the compliance history of the establishment.

Also complete Parts 9 and 10

PART 5. Request for Exemption from Tied House Restrictions (Manufacturers only) C3 - LIC

Fee: \$220 per affected licence x licences = \$
 (where you are adding or removing an exemption)

Small and medium manufacturers may apply to have a tied house association with up to 3 licensed establishments (LP, LRS, FP, Catering) that are not located on the same site as the manufacturer and where the manufacturer's products may be sold.

Attach a signed letter for each manufacturing licence that you are applying for above, stating the following:

- Identify the manufacturer (by licence name and licence number) applying for the exemption. If the manufacturer is not yet licensed, provide the proposed licence name, location address and the job number assigned to your file.
- Identify the liquor licences (by name and number) that you wish to have exempted from the tied house restrictions (maximum you can ever apply for is three) as well as any licence where you want the exemption removed
- Disclose the manufacturer's production amount (minus spillage) for the previous year.

For more information on requests for exemption, see Policy Directive 13-03.

Also complete Parts 9 and 10

PART 6. Change to Hours of Sale C3 - LIC

(Liquor Primary, Liquor Primary Club, Food Primary & Manufacturer endorsements)

Pursuant to Section 12(3) of the Liquor Control and Licensing Act, the general manager may limit the days and hours that an establishment is permitted to be open for the sale of liquor.

Hours of liquor sales for Food Primary establishments must meet with the dining habits of the clientele expected. Liquor must not be served unless the establishment is open for the service of a varied selection of menu items.

Licensees may apply to revise hours of sale, subject to any restrictions within the *Liquor Control and Licensing Act*, Regulations, branch policies and/or original terms and conditions of licensing. In some instances, the general manager of the Liquor Control and Licensing Branch may require the licensee to post public notices before a decision to alter licence hours is considered.

Check the appropriate change, and provide the requested information and documents:

A) Food Primary

(i) Request to change hours of liquor sales before midnight **Fee: \$220 per licence x** licences = \$
 • complete proposed hours of sale table below

(ii) Request to extend hours of liquor sales later than midnight **Fee: \$330 per licence x** licences = \$330
 • complete proposed hours of liquor sale table below, and
 • request a local government/First Nation resolution commenting on the application (local government must complete Part 12 of this form; for further information on local government/First Nations resolutions, read Part 11).

Note: if you have patron participation entertainment, it must end by midnight

B) Liquor-Primary, Liquor-Primary Club, Manufacturer Special Event Area or Manufacturer Lounge

(i) Request to change the hours of liquor sales within the hours currently approved:
 • complete proposed hours of sale table below **Fee: \$220 per licence x** licences = \$

(ii) Request to change the hours of liquor sales outside the hours currently approved:
 • complete proposed hours of liquor sale table below, and **Fee: \$330 per licence x** licences = \$
 • request a local government/First Nation resolution commenting on the application (local government must complete Part 12 of this form; for further information on local government/First Nation resolutions, read Part 11).

Complete the table below, indicating proposed hours of liquor sales:

Current Hours of Liquor Sale:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
OPEN	9am	9am	9am	9am	9am	9am	9am
CLOSED	12am	12am	12am	12am	12am	12am	12am

Proposed Hours of Liquor Sale:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
OPEN	9am	9am	9am	9am	9am	9am	9am
CLOSED	2am	2am	2am	2am	2am	2am	2am

NOTE – When relocating a Food-Primary establishment: An endorsement for hours of liquor service after midnight cannot transfer location without local government/First Nations comment and LCLB approval. Use this form to reapply for the endorsement but do not pay the application fee(s).

Are you submitting an application to transfer the location of a Food Primary licence with this application? Yes No

Also complete Parts 9 and 10

PART 11: Local Government/First Nation Resolutions: (Information for the Applicant)

For the following changes a resolution from your local government or First Nation, commenting on the application is required:

- Part 2(B): Food-primary patron participation entertainment endorsement, and
- Parts 5(A)(ii) and 6(B)(ii): Change to hours of sale

Licensee responsibilities:

- Fill out appropriate change application sections in this form.
- **Request your local government/First Nation to sign and date Part 12 of this form.**
- Provide a photocopy of this form to the local government/First Nation and request that a resolution be provided within 90 days and sent directly to the Liquor Control and Licensing Branch, Victoria Head Office.
- Send the original form and application fees to the branch.
- The Liquor Control and Licensing Branch will follow up with the local government/First Nation if a resolution has not been received by the Branch within 90 days of the local government's receipt of your request.

Your local government/First Nation may decide that it does not wish to provide comment on your change request. However, they must still provide a resolution stating this decision and this resolution must be submitted to the Liquor Control and Licensing Branch.

For more information on resolutions regarding B.C. liquor licences, please visit the LCLB website publication index to consult the guide *Role of Local Government and First Nation* at <http://www.pssg.gov.bc.ca/lclb>.

PART 12: Local Government/First Nation Confirmation of Receipt of Application

This application serves as notice from the Liquor Control and Licensing Branch (LCLB) that an application for one or more of the following changes to a liquor licence has been made within your community:

- Hours of liquor service past midnight for a food primary licence.
- Change to hours of liquor service for a liquor primary, liquor primary club, winery lounge or winery special event endorsement
- Addition of patron participation entertainment endorsement for a food primary licence.

Local government/First Nation (name): _____

Name of Official: _____ (last / first / middle) Title/Position: _____

Date of receipt of application: _____ (Day/Month/Year) Phone Number: _____

Signature of Official: _____

The Liquor Control and Licensing Branch (LCLB) requests that a resolution commenting on the application be sent to the LCLB Victoria Head Office within 90 days of the above date of receipt.

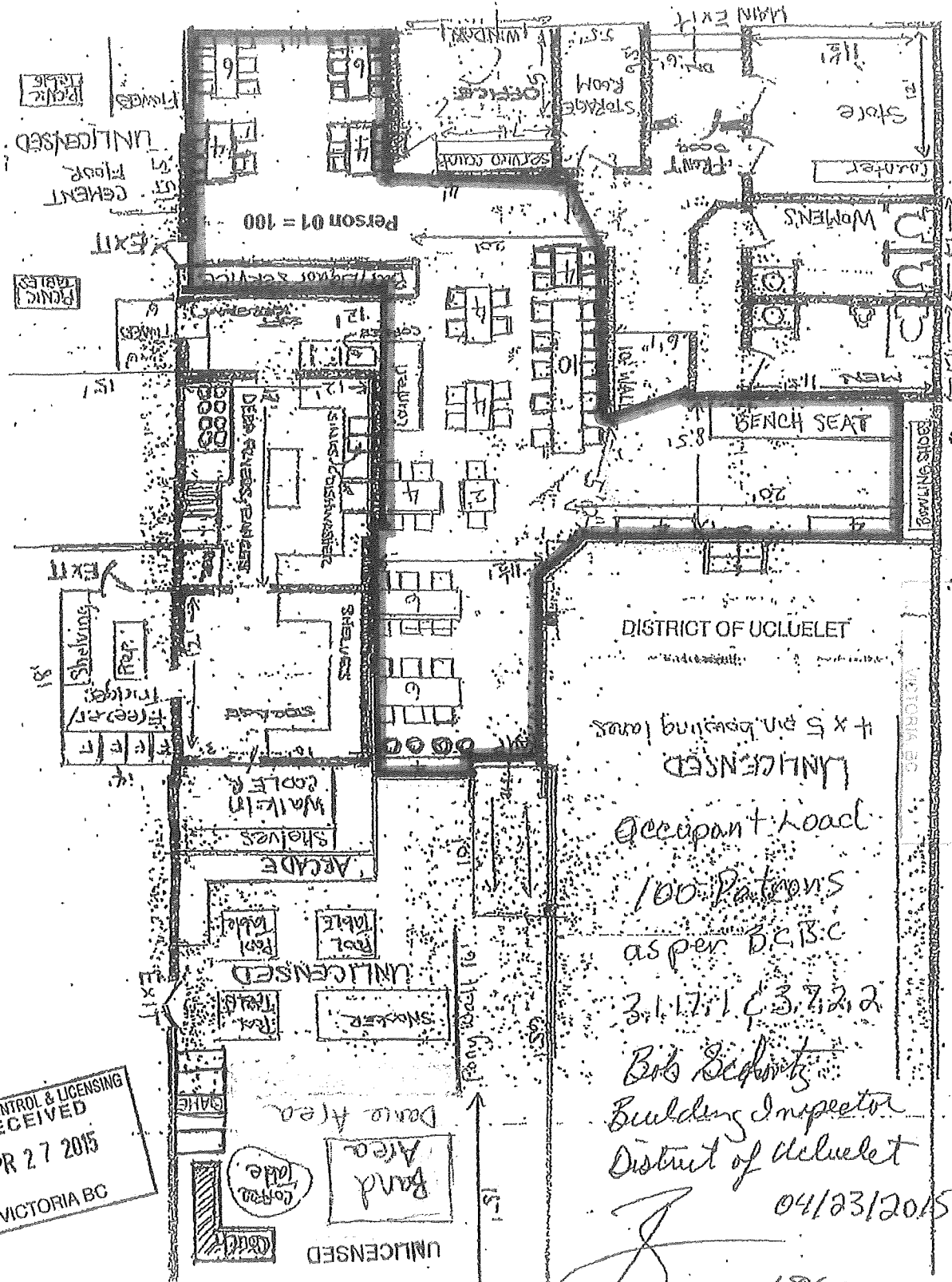
To comply with section 53 of the Liquor Control and Licensing Regulation, this resolution must:

- Comment on the following regulatory criteria:
 - the potential for noise if the application is approved;
 - the impact on the community if the application is approved; and
 - whether the amendment may result in the establishment being operated in a manner that is contrary to the primary purpose (provide comments only if the application is from a food-primary licence for an extension of hours of liquor service past midnight or the addition of patron participation entertainment).
- Indicate whether or not the views of residents were gathered, and if not, provide reasons why they were not gathered (residents include residents and business owners).
- If the views of residents were gathered explain:
 - the views of the residents;
 - the method used to gather the views of the residents; and
 - comments and recommendations with respect to the views of residents.
- Provide recommendation as to whether the amendment should be approved.

You must refer to and attach any report presented by an advisory body or sub-committee to the council or board.

If more than 90 days is required to provide a resolution, please contact the branch to make a request to the general manager for an extension. If the local government/First Nation decides not to provide comment, a resolution indicating this decision must be provided to the branch. Please be advised that if the LCLB does not receive a resolution or a request for an extension within 90 days, the general manager is authorized to review the application without a resolution and make a decision about the application.

For more information on resolutions regarding B.C. liquor licences, please visit the LCLB website publication index to consult the guide *Role of Local Government and First Nation* at <http://www.pssg.gov.bc.ca/lclb>.



JUN 05 2015

RECEIVED
LIQUOR CONTROL & LICENSING

DISTRICT OF UCLUELET
 4 x 5 pm. housing hours
 UNLICENSED
 Occupant load
 100 Patrons
 as per B.C.B.C
 3, 1, 1, 1, 3, 7, 2, 2
 Bob Schmidt
 Building Inspector
 District of Ucluelet
 5/02/2015
 100981

OR CONTROL & LICENSING
 RECEIVED
 APR 27 2015
 VICTORIA BC

1992 Peninsula Rd
 Ucluelet, BC V0R 3A0
 Person 01 = 100

LCLB OFFICIAL PLAN
 MUST BE KEPT WITH LIQUOR LICENCE
 AND AVAILABLE FOR INSPECTION AT ALL TIMES
 Date Issued: June 10, 2015
 Licence #: 306457
 General Manager