



**REGULAR MEETING OF COUNCIL
Tuesday, July 12, 2016 @ 7:30 PM
George Fraser Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet**

AGENDA

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6. PUBLIC INPUT, DELEGATIONS & PETITIONS	
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- 9.1 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
 - Alberni Clayoquot Regional District - Alternate
- => *Other Reports*
- 9.2 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*
- 9.3 Councillor Mayco Noel
Deputy Mayor October – December
- Ucluelet Volunteer Fire Brigade
 - Central West Coast Forest Society
 - Ucluelet Chamber of Commerce
 - Clayoquot Biosphere Trust Society - Alternate
 - Signage Committee
 - Tourism Ucluelet
 - Community Forest Board
- => *Other Reports*
- 9.4 Councillor Randy Oliwa
Deputy Mayor January – March
- Vancouver Island Regional Library Board - Alternate
 - Harbour Advisory Committee

- Aquarium Board
 - Seaview Seniors Housing Society
 - Education Liaison
- => *Other Reports*

9.5 Mayor Dianne St. Jacques



- Alberni-Clayoquot Regional District
 - Coastal Community Network
 - Groundfish Development Authority
 - DFO Fisheries Committees for Groundfish & Hake
 - Pacific Rim Harbour Authority
 - Pacific Rim Arts Society
 - Whale Fest Committee
- => *Other Reports*

10. REPORTS

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| 14. | QUESTION PERIOD | |
| 15. | CLOSED SESSION | |
| | <i>Procedural Motion to Move In-Camera:</i>
THAT the meeting be closed to the public in order to address agenda items under Section 90(1) of the <i>Community Charter</i> . | |
| 16. | ADJOURNMENT | |

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, June 28, 2016 at 7:30 PM

Present: **Chair:** Councillor Mole
 Council: Councillors McEwen, Oliwa, and Noel
 Staff: Andrew Yeates, Chief Administrative Officer;
 Morgan Dosdall, Recording Secretary

Regrets: Mayor St. Jacques

1. CALL TO ORDER

1.1 Acting Mayor Mole called the meeting to order at 7:30 pm

2. ADDITIONS TO AGENDA

3. ADOPTION OF MINUTES

3.1 June 14, 2016 Regular Minutes

2016-277

It was moved by Marilyn McEwen and seconded by Mayco Noel
THAT Council approve the June 14, 2016 Regular Minutes as presented.

CARRIED.

4. UNFINISHED BUSINESS

5. MAYOR'S ANNOUNCEMENTS

5.1 Acting Mayor Mole reminded the public that Canada Day celebrations would be held Friday, July 1, starting at noon, at the Village Green in front of the municipal office and would include cake cutting, live music, and kids activities

6. PUBLIC INPUT, DELEGATIONS & PETITIONS

6.1 Delegations

Gary Marks, Pacific Rim Foundation
Re: Scholarship Presentation

- Council received a verbal presentation on the Pacific Rim Foundation's founder and benefactor, Richard (Dick) Close, and the \$40,000 PRF Scholarship; PRF President Gary Marks presented Heather Morrison with the 2016 scholarship and provided a brief background on Ms.

Morrison and her scholastic plans; Ms. Morrison expressed her gratitude for the award and for her community

7. CORRESPONDENCE

2016-278 **It was moved by Marilyn McEwen and seconded by Randy Oliwa**
 THAT Council receive correspondence items 7.1 and 7.2 as a block.

CARRIED.

7.1 **Request for Input re: Federal Review of Canada Post
 Canada Union of Postal Workers**

7.2 **Request for Nominations re: 2016 Community Recognition Awards
 Canadian Wood Council**

8. INFORMATION ITEMS

2016-279 **It was moved by Marilyn McEwen and seconded by Mayco Noel**
 THAT Council receive information items 8.1 through 8.5 as a block.

CARRIED.

8.1 **2016 Open For Business Awards
 Hon. Coralee Oakes, Minister of Small Business and Red Tape
 Reduction**

2016-280 **It was moved by Marilyn McEwen and seconded by Mayco Noel**
 *THAT Council direct staff to forward information item "2016 Open for Business
 Awards" to the Ucluelet Chamber of Commerce for their information.*

CARRIED.

8.2 **Grant In Aid Note Of Appreciation
 Tofino General Hospital Foundation**

8.3 **Canada 150 Community Infrastructure Program
 Matt Jeneroux, MP - Conservative Official Opposition Critic for
 Western Economic Diversification**

8.4 **Climate Leadership Plan Summary of Input
 Ministry of Community, Sport and Cultural Development**

8.5 **Lobbying Actions Against Logging of Old Growth Timber
 United Steel Workers**

9. COUNCIL COMMITTEE REPORTS

9.1 **Councillor Marilyn McEwen
 Deputy Mayor July – September**

=> ***Other Reports***

- Transportation Action Table meeting in Port Alberni on June 27 and West Coast Committee meeting on June 24; Wheels for Wellness reported number of users: 23 in April, 30 in May, 39 as of June 24; all operational costs now borne directly by Wheels for Wellness organization, budget of \$40k a year; Chuu Train pilot project, a Leadership Vancouver Island student initiative, extended to 11 days from 8 days with additional funding; Chuu Train transported 472 people between Itatsoo and Tofino, which cost \$7000 operationally; Tofino bus provided a 25% discount during the pilot; group advertised through radio and Facebook; group surveyed riders and final report concluded that based on volume and frequency, the ideal for the west coast would be 3 busses; TAT and WCC will look into this for a future project

9.2 Councillor Mayco Noel
Deputy Mayor October – December
Ucluelet Chamber of Commerce

- Attended recent meeting; Chamber and Council sat in on conference call with Provincial government to debrief on last business walk; summer student positions now filled; Ursula Bankey joined the Chamber board; will begin strategic planning in the Fall; marathon reported over 500 runners participated
- Council requested that staff circulate latest materials on business walk surveys, use materials to prepare updated statistical report, and ensure businesses that requested follow-up receive a response

=> ***Other Reports***

9.3 Councillor Randy Oliwa
Deputy Mayor January – March
=> ***Other Reports***

- Attended Tourism Ucluelet meeting June 28; received updates from Pacific Rim National Park on their infrastructure projects: Kwisis Centre is open, Radar Hill / Kap'yong almost done, Grice Bay will open mid-July; new permanent PRNP Superintendent is Karen Hogen; discussed how smaller shoulder seasons are becoming a reality, noting increase of 12-14% on hotel tax revenues; discussed issue of lack of staff housing; Council will

receive a letter regarding this topic from the board

9.4 Councillor Sally Mole
Deputy Mayor April – June

Food Bank on the Edge

- Attended AGM; standing board and executive: Chris Martin as Chair, Barb Millar as Treasurer, Tierney Schievink as Secretary; numbers are up, and are receiving better quality food, especially produce, due to partnership with Tofino Ucluelet Culinary Guild

Alberni Clayoquot Regional District - Alternate

- Represented Mayor at last meeting; nothing pertaining to Ucluelet to report

2016-281

It was moved by Mayco Noel and seconded by Randy Oliwa.
THAT Council accept all committee reports.

CARRIED.

10. REPORTS

10.1 Expenditure Voucher G-12/16
Jeanette O'Connor, CFO

2016-282

It was moved by Randy Oliwa and seconded by Marilyn McEwen
THAT Council receive Expenditure Voucher G-12/16.

CARRIED.

10.2 2015 Annual Report for Consideration
Morgan Dosdall, Deputy Clerk

2016-283

It was moved by Marilyn McEwen and seconded by Mayco Noel
THAT Council approve recommendation 1 of report item "2015 Annual Report for Consideration", which states:

1. *THAT Council consider the 2015 Annual Municipal Report and any submissions or questions from the public.*

CARRIED.

10.3 Request for Noise Bylaw Exemption and Road Closure Approval for Ukee Days

Abby Fortune, Director of Parks & Recreation

2016-284

It was moved by Mayco Noel and seconded by Randy Oliwa
THAT Council approve recommendations 1 through 3 of report item "Ukee Days Request for Noise Bylaw Exemption and Road Closure Approval", which state:

1. *THAT Council approve an extension of the District of Ucluelet Noise*

Control Bylaw No. 915, 2003, Section 3(g) for Ukee Days festivities on Saturday, July 23, 2016 at the Ukee Days Fairgrounds (160 Seaplane Base Road) to midnight.

2. *THAT Council authorize the closing of Fraser Lane (10:00 a.m. – 10:00 p.m.) in front of the Village Green on Friday, July 22, 2016.*
3. *THAT Council attends the Ukee Days festivities on July 22 – 24, 2016 and invites the community to join them.*

CARRIED.

10.4 Banner Pole Placement Approval

Abby Fortune, Director of Parks & Recreation

2016-285

It was moved by Randy Oliwa and seconded by Marilyn McEwen

THAT Council approve recommendation 1 of report item "Banner Pole Placement Approval", which states:

1. *THAT Council approve the placement of the banner poles for the second phase of the banner program.*

CARRIED.

10.5 Request to Release Funds for Wild Pacific Trail Bog Interpretive Walk

Abby Fortune, Director of Parks & Recreation

2016-286

It was moved by Marilyn McEwen and seconded by Mayco Noel

THAT Council approve recommendations 1 and 2 of report item "Wild Pacific Trail Society - Bog Interpretive Walk", which state:

1. *THAT Council support the Lighthouse Loop Bog Interpretive Walk project.*
2. *THAT Council authorizes the release of the funds from Special Projects Budget of \$10,000.*

CARRIED.

10.6 Request for Noise Bylaw Exemption for Otalith Music Festival

Abby Fortune, Director of Parks & Recreation

2016-287

It was moved by Randy Oliwa and seconded by Marilyn McEwen

THAT Council approve recommendation 1 of report item "Pacific Rim Music Festival - Noise Bylaw Exemption Otalith", which states:

1. *THAT Council grant an extension of the Noise Control Bylaw 915 for the Otalith Music Festival on Friday, August 19 and Saturday, August 20 to midnight at the Seaplane Base Ballfield Fairgrounds.*

CARRIED.

11. LEGISLATION

11.1 Fees And Charges Bylaw - Fourth Reading

David Douglas, Manager of Finance

2016-288

It was moved by Marilyn McEwen and seconded by Randy Oliwa

THAT Council approve recommendation 1 of legislated report item "Fees and Charges Bylaw", which states:

1. *THAT Council give Bylaw No. 1186, 2016 Ucluelet Fees and Charges Bylaw its FOURTH reading and subsequent ADOPTION.*

CARRIED.

11.2 District of Ucluelet Fees and Charges Bylaw No. 1186, 2016

2016-289

It was moved by Marilyn McEwen and seconded by Randy Oliwa

THAT Council give Fourth Reading and Adoption to District of Ucluelet Fees and Charges Bylaw No. 1186, 2016.

CARRIED.

12. LATE ITEMS

12.1 Mobile Vending Location Approval For 1992 Peninsula Road John Towgood, Planner 1

2016-290

It was moved by Mayco Noel and seconded by Randy Oliwa

THAT Council approve recommendation 2 of late report item "Mobile Vending Location Approval for 1992 Peninsula Road", which states:

1. *THAT a mobile vending location at 1992 Peninsula Road be considered and declined.*

CARRIED.

13. NEW BUSINESS

13.1 COUNCILLOR NOEL

2016-291

It was moved by Mayco Noel and seconded by Marilyn McEwen

THAT Council direct staff to write a letter to Parks Canada in support of the Traverse Trail.

CARRIED.

14. QUESTION PERIOD

14.1 Council received questions and comments from the public re:

- Late Item 12.1 - Mobile Vending at 1992 Peninsula Road

15. CLOSED SESSION

15.1 Procedural Motion to Move In-Camera

2016-292

It was moved by Marilyn McEwen and seconded by Randy Oliwa

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

CARRIED.

15.2 Acting Mayor Mole suspended the regular meeting at 8:16 pm and moved in-camera at 8:20 pm.

16. ADJOURNMENT

16.1 Acting Mayor Mole adjourned the in-camera meeting at 9:24 pm and resumed the open meeting at 9:25 pm.

16.2 Council rose and reported out from the in-camera meeting.

2016-293

It was moved by Mayco Noel and seconded by Marilyn McEwen

THAT Council approve funding of up to \$150,000 from the sewer fund for desludging and bypass of the District of Ucluelet's sewage lagoons.

CARRIED.

16.3 Acting Mayor Mole adjourned the regular council meeting at 9:27 pm.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, June 28, 2016 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

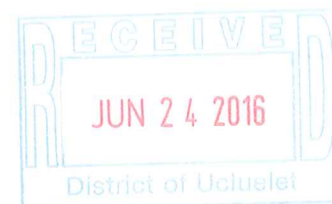
Dianne St. Jacques
Mayor

Andrew Yeates
CAO



DISTRICT OF UCLUELET

Request to Appear as a Delegation



All delegations requesting permission to appear before Council are required to submit a written request or complete this form and submit all information or documentation by 11:00 a.m. the Wednesday preceding the subsequent Council meeting. Applicants should include the topic of discussion and outline the action they wish Council to undertake.

All correspondence submitted to the District of Ucluelet in response to this notice will form part of the public record and will be published in a meeting agenda. Delegations shall limit their presentation to ten minutes, except by prior arrangement or resolution of Council.

Please arrive by 7:20 p.m. and be prepared for the Council meeting. The Mayor (or Acting Mayor) is the chairperson and all comments are to be directed to the chairperson. It is important to address the chairperson as Your Worship or Mayor St. Jacques.

The District Office will advise you of which Council meeting you will be scheduled for if you cannot be accommodated on your requested date. For more information contact the District Office at 250-726-7744 or email info@ucluelet.ca.

Requested Council Meeting Date: **12 July 2016**

Organization Name: **Ucluelet Chamber of Commerce
Alberni Valley Employment Centre**

Name of person(s) to make presentation **Cathy Whitcomb & Ursula Banke**

Topic: **Grant Application Partnership Request**

Purpose of Presentation: Information only
 Requesting a letter of support
 Other (provide details below)

Please describe:

The Ucluelet Chamber of Commerce and Alberni Valley Employment Centre would like to request the District of Ucluelet's participation, as a qualifying partner organisation, in the submission of a grant to Clayoquot Biosphere Trust. The grant would support the hosting and organisation of the 2017 West Coast Job Expo to be held in Ucluelet at the Ucluelet Community Centre on 2nd March 2017.

Contact person (if different from above):

Telephone Number and Email: **chamberoffice@uclueletinfo.com**

Will you be providing supporting documentation? Yes No

If yes, what are you providing? Handout(s)
 PowerPoint Presentation

Note: Any presentations requiring a computer and projector/screen must be provided prior to your appearance date. The District cannot accommodate personal laptops.

CFIB's 2016 BC Property Tax Gap Report

Dear Mayor and Council,

As you may know The Canadian Federation of Independent Business (CFIB) is a non-profit, non-partisan business association that seeks to give independent business a greater voice in determining the laws that govern business and the country. With 109,000 members across Canada, and 10,000 in BC, we are the largest organization exclusively representing the interests of small- and medium-sized businesses (SMEs) to all levels of government.

I would like to take this opportunity to share the results of the [10th edition of our Property Tax Gap Report](#) with you. For additional ratings and breakdowns by region, please also review the [charts and news release](#) applicable to your area.

BC's largest municipalities continue to levy an unfair property tax burden on small business. The 2016 edition of the BC Property Tax Gap Report focuses on the 20 largest municipalities in BC and examines recent trends in the disparity between commercial and residential property tax rates, also known as the "tax gap". The gap is a measure of property tax fairness for small business. Scrutiny of this gap is critical as property taxes cripple businesses – a recent survey showed 61 per cent of small businesses consider it the most harmful tax.

The report contains a comprehensive list for the tax gap in 161 municipalities across the province, with details on their tax gaps and how they've progressed over the past one, five, and ten years. In 2015, the average tax gap for all BC municipalities was 2.60, meaning business owners pay over 2.5 times what residents pay on the same valued property.

However, after ten years of the Canadian Federation of Independent Business (CFIB) highlighting the unfairness of the tax system, some municipalities are starting to take action. The tax gap once again narrowed – after rising from 2.74 in 2005 to a peak of 2.90 in 2009, the gap now stands at 2.60 in 2015.

The report also highlights a worrisome trend; as municipalities grow, they tend to put a greater tax burden on businesses. The tax gap for the twenty largest cities in BC stood at 3.04 in 2015, far above the provincial average of 2.60. The worst tax gaps were among some of the most populous municipalities in BC: Coquitlam at 4.24, Vancouver at 4.15 and Burnaby at 3.98.

On a brighter note, the major municipalities' tax gap has also fallen in recent years, down from a 2006 peak of 3.64. However, it remains far too high and continues to burden businesses, slowing down economic growth in BC.

To ease the municipal property tax burden on small business, municipal governments should:

- 1. Cap the property tax gap between businesses and residents at a maximum of 2 to 1.**
- 2. Provide earlier property tax notices for commercial taxpayers.**
- 3. Allow commercial taxpayers to remit taxes in monthly or quarterly installments.**
- 4. Extend the homeowners' grant to business owners occupying live/work spaces.**
- 5. Close the gap without raising the business tax rate.**
- 6. Move away from utilizing a flat tax rate for residential properties.**

We look forward to receiving a written response from you regarding the property tax gap in your municipality. Please do not hesitate to call if you have questions.

Sent on behalf of Aaron Aerts, BC Economist

Sean Rognon

T: 604-684-5325 | 1 888-234-2232

F: 604-684-0529

[@cfibBC](#)

CFIB: Defending Small Business for 45 Years

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FW: September 22, 2016 - Celebrating Highway 4
Event Plan Agenda HIGHWAY 4 CONNECTIVITY CELEBRATION.pdf

Good Morning,

An exciting time as we are planning for the upcoming **Highway 4 Celebration** on **September 22, 2016**. I have attached the **Draft** agenda for you. A formal invitation will for Mayor Dianne St. Jacques will follow.

If you have any questions, I have Cc'd Ruth Williams, Project Manager of Pathways to Technology. You can also visit the website at www.pathwaystotechnology.ca.

We look forward to the RSVP,



All Nations Trust Company

Tracy Armstrong, Executive Assistant

520 Chief Eli LaRue Way, Kamloops BC V2H 1H1

Tel: 778.471.4110, Toll Free: 1.800.663.2959, Fax: 250.372.2585

tracya@antco.bc.ca

www.antco.bc.ca

**ANTCO/PATHWAYS TO TECHNOLOGY
HIGHWAY 4 CONNECTIVITY CELEBRATION**

DRAFT EVENT PLAN

DATE: September 22, 2016
VENUE: Tin Wis Resort, Tofino, BC

EVENT FOCUS: To celebrate with various community, government, and private sector partners who have worked to extend and expand high-speed broadband connectivity to seven First Nations along Highway 4 and the west coast of Vancouver Island.

PROPOSED EVENT PROGRAM:

- 11:30 – Participants’ arrival and registration
- 12:00 – Opening ceremonies
 - Traditional opening prayer: Tla-o-qui-aht elder
 - Traditional welcome; Tla-o-qui-aht elder
 - Welcome from ANTCO: Matt Pasco, President
 - Welcome song
- 12:15 - Buffet Lunch
- 1:00 - Video Presentation
 - Ruth Williams, Pathways to Technology Project Manager, will introduce “Hi-Speed Internet Coming to Highway 4” in which representatives of communities describe their need for improved access to the internet and look forward to the difference it will make to governance, business marketing, community health care and education.
 - Panel discussion to follow will include several people featured in the video describing their new reality now that high-speed connectivity has been provided.
- 1:45 - Cultural Performances
- 2:15 - Break
- 2:35 - Speeches/Congratulations/Comments (speeches/comments should be a maximum of 5 minutes each)
 - Amrik Virk, Minister of Technology, Innovation and Citizens Services
 - John Rustad, Minister of Aboriginal Relations and Reconciliation
 - Indigenous and Northern Affairs Canada
 - Julie Osborne, Mayor of the District of Tofino
 - Dianne St. Jacques, Mayor of the Resort Municipality of Ucluelet
 - Chief Councilors of 7 First Nations:
 - Representative of BC Hydro
 - Representative of TELUS
- 3:55 – Closing Remarks – Paul Donald, CEO of ANTCO



Jonathan X. Coté
Mayor

June 24, 2016

Via Email

Dear Mayor and Council,

I am writing to request your support of a resolution submitted by New Westminster City Council to UBCM regarding tenant evictions through renovations.

There is evidence that the practice of ‘renovictions,’ in which some landlords evict their tenants under the guise of performing major renovations and then significantly increase the rent on those units, is becoming more commonplace in New Westminster and elsewhere in the province.

Research strongly suggests that many tenants do not understand their rights and are not aware of the *Residential Tenancy Act* or the dispute resolution process. They are also not aware of resources to assist them such as the Pivot Legal Society or the Tenants Rights Action Coalition. Additionally, some tenants are reluctant to exercise their rights given the cost or time involved or the fear of the potential repercussions. This is particularly true of certain groups such as isolated seniors, new immigrants and refugees, people with disabilities, and those with low levels of literacy.

For these reasons, at a meeting on June 13, 2016, New Westminster City Council approved the following resolution for submission to UBCM for consideration at the 2016 Convention:

Whereas the practice of ‘renovictions,’ by which some landlords evict their tenants under the guise of performing major renovations and then significantly increase the rent of those units, is on the rise in our province; and

Whereas this practice is very disruptive to those impacted, including the elderly, low-income families and new immigrants, and contributes to housing unaffordability and homelessness; and

Office of the Mayor

Corporation of the City of New Westminster

Whereas municipalities are limited in their ability to address this issue and many tenants are unaware of their rights or are reluctant to exercise them;

THEREFORE, BE IT RESOLVED:

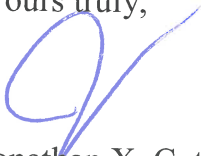
THAT the Union of BC Municipalities urge the Provincial Government to amend the Residential Tenancy Act to allow renters the right of first refusal to return to their units at a rent that is no more than what the landlord could have lawfully have charged, including allowable annual increases, if there had been no interruption in the tenancy.

A staff report giving more information on this matter is attached.

If you have any questions or would like more information, please contact me at jcote@newwestcity.ca or 604-527-4522.

Your support of this resolution is appreciated.

Yours truly,



Jonathan X. Cote
Mayor

Encl. Staff Report: Union of BC Municipalities Resolution Related to Tenant Evictions through Renovations



REPORT

Development Services

To: Mayor Coté and Members of Council **Date:** 6/13/2016

From: Beverly Grieve **File:** 13.2630.09
 Director of Development Services **Item #:** 206/2016

Subject: Union of BC Municipalities Resolution Related to Tenant Evictions
 through Renovations

RECOMMENDATION

THAT Council endorse the recommended Union of BC Municipalities (UBCM) resolution related to tenant evictions through renovations.

THAT Council direct staff to forward the resolution and background documentation to UBCM and to actively seek municipal support for the resolution.

PURPOSE

The purpose of this report is threefold: (1) to seek Council endorsement of the recommended Union of BC Municipalities (UBCM) resolution; (2) to direct staff to forward the resolution and background information to UBCM by the June 30, 2016 deadline; and (3) to direct staff to actively seek municipal support for the resolution.

SUMMARY

There is evidence that the practice of ‘renovictions,’ in which some landlords evict their tenants under the guise of performing major renovations and then significantly increase the rent on those units, is becoming more commonplace in New Westminister and elsewhere in the province. New Westminister City Council recently endorsed a number of actions to inform tenants of their rights and to facilitate enhanced access to information and resources. These actions, while important, will have limited impact, as it does not take the incentive out of the practice of ‘renovictions.’ For this to occur, amendments will have to be made to the

Residential Tenancy Act. To this end, Council approved a resolution for consideration by the Lower Mainland Local Government Association, which was endorsed. Council also directed staff to prepare a resolution for consideration by the Union of BC Municipalities, which is the focus of this report.

BACKGROUND

At the City's Seniors Advisory Committee (SAC) meeting of February 11, 2016, the membership raised the issue of 'renovictions' and requested that staff explore how widespread this practice is in New Westminster and how other municipalities are addressing this issue. Based on this discussion, staff conducted case study research in Metro Vancouver and did some preliminary consultation, including with the Tenants Rights Action Coalition. This information was shared back with the SAC membership at its meeting of April 14, 2016.

Based on the research and consultation, City staff forwarded a Report to Council on May 2, 2016. This report recommended a number of actions, the majority of which were intended to inform tenants of their rights and facilitate enhanced access to information and resources. One of the actions called for amendments to the *Residential Tenancy Act* to allow tenants the right of first refusal to return to their unit at a rent that is no more than the landlord could lawfully have charged, including allowable annual increases, if there had been no disruption to the tenancy.

Based on the report, Council prepared a resolution for consideration by the Lower Mainland Local Government Association (LMLGA) at its Annual General Meeting and Conference in May 2016. This resolution, which called for amendments to the *Residential Tenancy Act*, was endorsed by the LMLGA.

Based on the resolution to the LMLGA, Council directed staff to prepare a more refined resolution for consideration at the Union of BC Municipalities Conference in September 2016. This resolution is detailed later in this report.

DISCUSSION

Definition

According to the Pivot Legal Society, 'renoviction' is defined as *the practice of exploiting a clause in the Residential Tenancy Act which allows a landlord to evict their tenants under the guise of performing major renovations and then significantly increasing the rent on the unit or units.*

Legislation

The *Residential Tenancy Act* discusses evictions for the purpose of renovations in section 49, noting that: *A landlord may end a tenancy in respect of a rental unit if the landlord has all the necessary permits and approvals required by law, and intends in good faith, to do any of the following: renovate or repair the rental unit in a manner that requires the rental unit to be vacant.* The *Residential Tenancy Act* also sets out levels of compensation (equivalent compensation to one month's rent) and notice (two months' notice) for tenants who have to vacate their unit due to major renovation or repair.

Case Study Research

Case study research was conducted on 16 Metro Vancouver municipalities. A number of the municipalities responded that 'renovictions' are not a major issue or priority at this time, with several reporting that they are currently studying the issue. Only the City of Vancouver has developed a policy and it is not applicable in situations where only a building permit is required, which describes most renovation scenarios. The most common refrain from respondents was that municipalities cannot stall or stop building and other permits to prevent 'renovictions.'

Of note, the City of Vancouver, in a Report to Council on December 3, 2015, advocated for the Province to amend the *Residential Tenancy Act* to allow renters the right of first refusal to return to their unit at a rent that is no more than what the landlord could have lawfully charged (e.g., including allowable annual increases) if there has been no interruption in the tenancy.

The above cited action related to advocacy forms part of the City of Vancouver's *Tenant Relocation and Protection Policy*. In discussions with this municipality, it was learned that this action has not been raised with the Provincial Government or other municipalities and that a related resolution has not be developed for consideration by the Lower Mainland Local Government Association or the Union of BC Municipalities.

Impacts

The case study research and consultation strongly suggests that many tenants do not understand their rights and are not aware of the *Residential Tenancy Act* or the dispute resolution process. They are also not aware of resources to assist them such as the Pivot Legal Society or the Tenants Rights Action Coalition. Additionally, some tenants are reluctant to exercise their rights given the cost or time involved or the fear of the potential repercussions. This is particularly true of certain groups such as isolated seniors, new immigrants and refugees, people with disabilities, and those with low levels of literacy.

RECOMMENDED RESOLUTION

That the below recommended resolution be forwarded to the Union of BC Municipalities for consideration at its Annual Conference in September 2016.

Whereas the practice of 'renovictions,' by which some landlords evict their tenants under the guise of performing major renovations and then significantly increase the rent of those units, is on the rise in our province.

Whereas this practice is very disruptive to those impacted, including the elderly, low-income families and new immigrants, and contributes to housing unaffordability and homelessness.

Whereas municipalities are limited in their ability to address this issue and many tenants are unaware of their rights or are reluctant to exercise them.

THEREFORE, BE IT RESOLVED:

THAT the Union of BC Municipalities urge the Provincial Government to amend the Residential Tenancy Act to allow renters the right of first refusal to return to their units at a rent that is no more than what the landlord could have lawfully have charged, including allowable annual increases, if there has been no interruption in the tenancy.

OPTIONS

There are three options for consideration:

1. That Council endorse the recommended Union of BC Municipalities (UBCM) resolution related to tenant evictions through renovations.
2. That Council direct staff to forward the resolution and background documentation to UBCM and to actively seek municipal support for the resolution.
3. That Council provide staff with other direction.

Staff recommends options 1 and 2.

This report has been prepared by
John Stark, Senior Social Planner
Tristan Johnson, Planning Analyst

This report was reviewed by:
Jackie Teed, Manager of Planning

Approved for Presentation to Council



Beverly Grieve
Director of Development Services



Lisa Spitale
Chief Administrative Officer

Accessibility 2024 Two Year Progress Update released on June 30, 2016

From: SDSI Accessibility SDSI:EX [<mailto:Accessibility@gov.bc.ca>]

Sent: Thursday, June 30, 2016 1:47 PM

Subject: Accessibility 2024 Two Year Progress Update released on June 30, 2016

Good afternoon,

We're excited to share the release of [Accessibility 2024 Two Year Progress Update](#).

Learn how the B.C. government, local governments, business and disability community are continuing to work together to make B.C. a more accessible place for people with disabilities to live, work and play at gov.bc.ca/accessibility.

Highlights include:

- [Modernizing the Guide and Service Dog Act](#) to provide handlers with equal access to all areas enjoyed by the public
- Raising [asset limits](#) to \$100,000 and allowing cash gifts or inheritances with no impact for people on disability assistance
- [Investing more than \\$4 million](#) to support the success of people with disabilities in trades, technical and high-demand labour market programs
- Refreshing the [Planning for the Future: Age-friendly and Disability-friendly Official Community Plans](#) guidebook which supports local governments to make their community plans more accessible and inclusive
- Providing funding to more than 1600 households to modify their home through the [Home Adaptations for Independence](#) program

More goals, actions and highlights of progress to date is included in the report and on our website gov.bc.ca/accessibility.

About Accessibility 2024:

Accessibility 2024 was released on [June 16, 2014](#), and is designed around 12 building blocks, ranging from employment to the built environment and inclusive communities. These building blocks represent the themes that emerged through the province-wide [disability consultation](#).

Sincerely,

The Accessibility Secretariat Team

Ministry of Social Development and Social Innovation

www.gov.bc.ca/accessibility

www.gov.bc.ca/disabilityservices

This email is sent in support of Accessibility 2024, the 10-year action plan that lays the roadmap to make B.C. the most progressive province for people with disabilities by 2024 . If you would like to add someone to this list or unsubscribe, please email Accessibility@gov.bc.ca

Learn more at gov.bc.ca/accessibility



City of Cranbrook, Performance Audit Report - "Learnings from Local Government
Capital Procurement Projects and Asset Management Programs"

Subject: City of Cranbrook, Performance Audit Report - "Learnings from Local Government Capital Procurement Projects and Asset Management Programs"

Sent on behalf of Gordon Ruth, Auditor General for Local Government

To: Mayors and Councillors
Chairs and Directors of Regional District Boards
Chairs and Directors of Greater Boards

I am pleased to inform you that the Office of the Auditor General for Local Government has released a performance audit report on the City of Cranbrook under the topic, "*Learnings from Local Government Capital Procurement Projects and Asset Management Programs.*" The audit report is now published on our website www.aglg.ca.

Also, please note that our Annual Report covering the period April 1, 2015 to March 31, 2016, has been published on our website as well.

I welcome feedback from local governments on all aspects of the work of our office, so I look forward to your comments on the reports issued.

Regards,

Gordon Ruth FCPA, FCGA
Auditor General for Local Government



**AUDITOR GENERAL FOR
LOCAL GOVERNMENT**

ACCESSIBILITY • INDEPENDENCE • TRANSPARENCY • PERFORMANCE

Notification of Order to Amend Schedule 1 of the Species at Risk Act

Please note that on June 18, 2016, a proposed Order to amend Schedule 1 of the *Species at Risk Act* (SARA), the 'legal list', was posted to the Species at Risk Public Registry. The proposed Order and related background information are available here: http://www.registrelep.gc.ca/document/default_e.cfm?documentID=2947. The public consultation period ends on July 18, 2016.

This proposed Order to amend the 'legal list' follows listing consultations you may have previously participated in. Potential socio-economic impacts are considered in the listing decision and once a species is listed, one or more recovery documents may be produced. For those species listed as Extirpated, Endangered, or Threatened, if enough information is available, critical habitat (the habitat needed for the survival or recovery of a species) will be identified and the ongoing protection of that habitat will be assessed by Environment and Climate Change Canada.

We are grateful to all who have provided input regarding these species and their inclusion in SARA Schedule 1 in the past. We continue to welcome comments and questions and encourage your involvement in our future work on these and other species.

The proposed Order applies to nine additions to SARA Schedule 1 and four reclassifications for species in British Columbia.

Broad ranging species:

- Buff-breasted Sandpiper (*Tryngites subruficollis*): Addition to Schedule 1; classified as Special Concern.
 - The Buff-breasted Sandpiper is a bird which passes through BC during migration.
- Horned Grebe, Western population (*Podiceps auritus*): Addition to Schedule 1; classified as Special Concern.
 - The Horned Grebe, Western population is a bird found throughout much of BC (although less common on the coast).

South-central and Southeastern BC:

- Olive Clubtail (*Stylurus olivaceus*): Addition to Schedule 1; classified as Endangered.
 - The Olive Clubtail is a dragonfly found in south-central BC.
- Okanagan Efferia (*Efferia okanagana*): Addition to Schedule 1; classified as Endangered.
 - The Okanagan Efferia is a fly found in south-central BC.
- Magnum Mantleslug (*Magnipelta mycophaga*): Addition to Schedule 1; classified as Special Concern.
 - The Magnum Mantleslug is a slug found in southeastern and south-central BC.
- Behr's Hairstreak (*Satyrrium behrii*): Reclassification from Threatened to Endangered.
 - The Behr's Hairstreak is a butterfly found in BC's southern Okanagan valley.
- Western Screech-owl *macfarlanei* subspecies (*Megascops kennicottii macfarlanei*): Reclassification from Endangered to Threatened.
 - The Western Screech-owl *macfarlanei* subspecies is an owl found in BC's southern interior.

- Lyall's Mariposa Lily (*Calochortus lyallii*): Reclassification from Threatened to Special Concern.
 - The Lyall's Mariposa Lily is a plant found in BC's southern interior.

Coastal BC

- Western Screech-owl *kennicottii* subspecies (*Megascops kennicottii kennicottii*): Reclassification from Special Concern to Threatened.
 - The Western Screech-owl *kennicottii* subspecies is an owl found along BC's coast.
- Batwing Vinyl Lichen (*Leptogium platynum*): Addition to Schedule 1; classified as Endangered.
 - The Batwing Vinyl Lichen is a lichen found on southern Vancouver Island and historically in the Fraser valley.
- Peacock Vinyl Lichen (*Leptogium polycarpum*): Addition to Schedule 1; classified as Special Concern.
 - The Peacock Vinyl Lichen is a lichen found in coastal BC

Northern BC

- Crumpled Tarpaper Lichen (*Collema coniophilum*): Addition to Schedule 1; classified as Threatened.
 - The Crumpled Tarpaper Lichen is a lichen found north and east of Prince George
- Collared Pika (*Ochotona collaris*): Addition to Schedule 1; classified as Special Concern.
- The Collared Pika is a mammal found in the extreme north west of BC near the Yukon border.

District of Ucluelet Expenditure Voucher

G-13/16

Date: July 6, 2016

Page: 1 of #2

CHEQUE LISTING:

AMOUNT

Cheques: # 24300 - # 24322	\$	39,603.20
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PAYROLL:

PR 14/16	\$	63,158.29
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	\$	102,761.49
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RECEIVED FOR INFORMATION AT MEETING HELD: July 12, 2016

Jeanette O'Connor, CFO

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
024301	002	27/06/2016	WW198	WHEELS FOR WELLNES	2016	WC WHEELS FOR WELL	5,000.00		5,000.00	
024302	002	27/06/2016	AG495	ALBERNI GLASS & MI	29352	#12 WINDSHIELD	677.60		677.60	
024303	002	27/06/2016	AGS11	AGS BUSINESS SYSTE	823975	JUN/16 LYCHE	302.40		302.40	
024304	002	27/06/2016	AJF50	A J FORSYTH	75728367	VOLLEYBAL COURT-ST	687.68		687.68	
024305	002	27/06/2016	BD551	BOUVIER DARCEY	116058	116058 TAX OVERPAY	770.00		770.00	
024306	002	27/06/2016	BMO01	BMO FINANCIAL GROU	114914	ROLL 114914 TAX OV	1,542.97		1,542.97	
024307	002	27/06/2016	CK608	KASSLYN CONTRACTIN	D528	D528	8,499.05		8,499.05	
024308	002	27/06/2016	FS004	FOUR STAR WATERWOR	47169	METER	2,448.15		2,448.15	
024309	002	27/06/2016	FW050	FAR WEST DISTRIBUT	300410 300529 300349	DOGGIE BAGS PAPER PRODUCTS PAPER PRODUCTS	190.44 46.79 277.15		514.38	
024310	002	27/06/2016	GB059	GIBSON BROS. CONTR	15864	LAGOON REPAIR	1,097.60		1,097.60	
024311	002	27/06/2016	K9286	KEMPS KIM	77650	KEMPS SAFETY BOOTS	175.00		175.00	
024312	002	27/06/2016	M9370	McEWEN MARILYN	121689	McEWEN MULTIPLEX B	32.40		32.40	
024313	002	27/06/2016	MA952	MAXXAM ANALYTICS	VA979640 VA979641	B50299 B50299	157.50 78.75		236.25	
024314	002	27/06/2016	OTC25	OUT OF OUR TREE CU	121678	SCH-LADDER INTALLA	5,479.90		5,479.90	
024315	002	27/06/2016	PC285	PETTY CASH - BARBA	JUNE/16	JUNE/16	110.80		110.80	
024316	002	27/06/2016	PC336	PETTY CASH FORTUNE	121688	LOGGER SPORTS PRIZ	6,325.00		6,325.00	
024317	002	27/06/2016	S9372	ST JACQUES DIANNE	121690	ST JACQUES SOCIAL	133.97		133.97	
024318	002	27/06/2016	UI923	UKEE INFO TECH	10319	IT SUPPORT	619.16		619.16	
024319	002	27/06/2016	UP459	UCLUELET PETRO-CAN	17121450 17121459	#12 TIRE/RIM REPAI 4 TON REPAIRS	3,187.41 893.05		4,080.46	
024320	002	27/06/2016	UV145	UCLUELET VIDEO SER	JUN/16	JUN/16-491	557.76		557.76	
024321	002	27/06/2016	XC300	XPLORNET COMMUNICA	INV13719824	JUN/16	77.27		77.27	
024322	002	27/06/2016	Y9308	YEATES ANDREW	121691	YEATES LGMA	235.40		235.40	
Total:							39,603.20	0.00	39,603.20	

*** End of Report ***



STAFF REPORT TO COUNCIL

Council Meeting: JULY 12, 2016

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: DEPARTMENT HEADS

FILE NO: 0550-20-04

SUBJECT: SECOND QUARTERLY REPORT FOR 2016

PURPOSE:

The purpose of this report is to update Council on departmental highlights on a quarterly basis. The following report covers the period from May to June, 2016.

SPECIAL UPDATE FROM BYLAW AMBASSADORS

Our bylaw ambassadors made the following statistical report; it covers the Canada Day long weekend.

Offence	#	Comments
Illegal Campers	69	
Open Alcohol in Public	66	
Missing Dogs	2	Dogs were located and returned to their owners
Derelict Vehicles	2	Owners asked to remove the uninsured vehicles from District property
Towed Vehicles	1	Owner was contacted; vehicle was determined abandoned and towed by Petro Canada
Noise Complaints	4	
Parking Tickets Issued	6	

PARKS & RECREATION DEPARTMENT

Grants

- Currently in application process:
 - New Horizons Grant

Programming

- Summer Supplement came out June 22nd
- Daycamp programs are looking good, averaging 12 – 16 participants
- The department is offering more drop in fitness programs this summer
- We have also expanded our Adult/Senior programs offerings this summer

Parks

- Beach volleyball court is basically finished - road nets and a sign still need to be installed
- Little Beach trail expansion is currently being planned – work to be done in the next few months
- The Wild Pacific Trail Connector project planning is well under way now; implementation steps will begin shortly
- Skateboard working group is focusing on basic design needs for the skateboard expansion 150 Grant project; RFP will be out by the end of July

Projects/Events

- Phase 2 of the Banner project will be starting shortly
- Planning for Ukee Days is well under way
 - One of the focuses has been to coordinate other community organizations to be involved - this has been working extremely well

Departmental

- Contract Staff changes
 - Erica Benson stepped down from the Youth Contract Position
- We continue to have a variety of joint projects with the other departments, primarily focusing on RMI and parks projects

ENVIRONMENTAL & EMERGENCY SERVICESEmergency Services**Ucluelet Volunteer Fire Brigade**

- NI 911 Cad
 - Test VisiNet Mobile with the new tablets
- Fire Hall Upgrade Project
 - Complete all shelving build projects
 - Install the projector, projector screen, and flat screen TV
 - Purchase portable tables and chairs

- Hang up maps and posters
- * Project is complete
- Porsche Club Event
 - Follow up emails and Westerly ad thank you
- Service Agreements
 - Discussions with PRNPR staff regarding a fire service agreement
 - Discussion with the ACRD regarding a service agreement for Port Albion and requested the assessed values for the Port Albion properties
- Incidents
 - Alder Road fire (provide an incident summary report to Council)
 - Various MVA incidents on Hwy 4
 - Low angle rope rescue at Wya Point
- Miscellaneous Tasks
 - Equipment orders
 - Provide NI911 incident reports to the Fire Chief
 - Service rescue tools and Engine 1
 - UVFB support for the 3rd Annual Tsunami Evacuation Drill and for Exercise Coastal Response/Staunch Maple

Emergency Program - Emergency Coordinating Committee (ECC), Events, Projects, Communications

- Shake Zone – Earthquake Simulator
 - Conduct a live radio interview and radio commercial
 - Coordinate, host and cleanup the Shake Zone event
 - Provide a thank you and Westerly ad for the participants and the organizations that provided donations
- Exercise (Ex) Coastal Response and Staunch Maple – coordinate, host and cleanup various aspects for this project
 - Communications – prepare and provide 2 media advisories to media partners, prepare a social media schedule and provide social media posts, conduct a live radio interview and radio commercial, provide an info booth at the Co-op’s Community Booth, assemble over 200 tsunami evacuation information packages, and test Ucluelet’s emergency notification system
 - Provide situation reports to EMBC and converse with EMBC staff and the contractor (Calian) regarding situation reports/injects, and conduct EOC operations and communication procedures from June 7 to 10

- Establish communications with the CAF Canadian Patrol (CP)-140 Aurora aerial reconnaissance overflight survey on June 7
- Coordinate Ucluelet's 3rd Annual Community Tsunami Evacuation Drill on June 7
- Participate in EOC operation in Port Alberni on June 8
- Coordinate and host over 100 emergency personnel (over 30 various organizations) and provide meals and drinks to participants during the June 9 activities
 - Rapid damage assessment training and scenarios at variety of locations with various participating first responders and emergency personnel
 - Incident command post and various communication procedures with first responders and Canadian Armed Forces personnel, Ucluelet's Emergency Operation Centre, and the Vancouver Island Provincial Regional Emergency Operation Centre
 - Royal Canadian Navy Esquimalt Dive Team conducted pier and dock inspections, and a search and rescue scenario in collaboration with RCMSAR-38 volunteers at the Main Street Dock
 - Elementary and Secondary School evacuation drills
 - Military USAR Team search and rescue scenario with various first responders at the Elementary and Secondary Schools (mouflage and hide 22 elementary and secondary school students)
 - Rubble rescue and heavy lift scenario with various participating organizations at the Public Works Yard
 - Medical triage for 25 casualties in collaboration with BCAS, the UVFB and Tofino Fire
 - Set up a temporary helicopter landing pad and have a CH-149 military search and rescue cormorant helicopter land at the Secondary School to pick up 4 mock priority patients; the team conversed with the 442 Transport and Rescue Squadron Comox Team
 - Conduct an initial debrief with the remaining participants
- Coordinate photographers/videographers to document the activities
- Prepare a thank you email and submit to the various participants, and provide a thank you ad to the Westerly
- Attend and present Ucluelet's activities at EMBC's After Action Review Conference in Saanich on June 23

- Obtain reimbursement from EMBC for photography costs and for meals provided to first responders and emergency personnel
- 2017 Vancouver Island Emergency Preparedness (VIEP) Conference
 - Prepare and present a conference bid presentation for the VIEP Society AGM on June 22
- Coast Smart
 - Meet with the advisory committee members and the newly hired Risk Management Specialists on June 29 to discuss the project and next steps
- E-Can Project
 - Obtain quotes to decommission the potters shed
- Miscellaneous Tasks
 - Receive an invite to present Ucluelet's Emergency Management Program at the Emergency Preparedness Business Continuity Conference in November
 - Answer questions regarding Ucluelet's Emergency Management Program for a journalism student at the Bamfield Marine Sciences Center who is writing on the emergency protocols of Barkley Sound

Emergency Social Services

- ESS support for the 3rd Annual Tsunami Evacuation Drill and for Exercise Coastal Response/Staunch Maple
- Edge-to-Edge Marathon support booth

Environmental Services

Japan Tsunami Marine Debris (JTMD)

- Submit a PRNPR permit application form for shoreline cleanups this summer/fall and receive a shoreline cleanup permit
- Obtain municipal insurance for volunteers participating in shoreline cleanup projects
- Obtain quotes from boat operators

Public Works

- Support possible permitting requirements for bypass operations at the sewage lagoon

PUBLIC WORKS DEPARTMENT

Cemetery:

- Construction of the existing Cemetery has been completed. The project put in a provision to allow for approximately 20 more spaces. The upper new area construction is underway.

Water Master Plan:

- A Draft of the plan has been completed. The plan develops an approach and recommendations to short and long term system improvements.

Line Painting:

- Line painting is completed. The community received line painting earlier this year in anticipation of the up and coming busy tourist season.

Public Works Week:

- Another successful Public works week has taken place this year at the Public Works yard. Staff were on hand once again to talk about some of the equipment used to perform the day to day operations.

Boat Launch:

- Staff cleared an area and put in a provision to allow for day time parking. The area will allow users to park their vehicles on a short term basis.

ADMINISTRATION DEPARTMENT

Fire Truck Loan

- Alternative Approval process planning is underway for Fire Truck Loan Authorization Bylaw No. 1195, 2016. The bylaw received approval by the Inspector of Municipalities on June 15, 2016, which now allows the District to pursue approval of the electors. Staff will prepare and publish ads in The Westerly this month, and prepare response forms for the public. Response forms can be submitted up to the deadline, which will be set for mid-August.

Agenda Improvements

- New agenda and minutes software implementation, to be completed by August 1, 2016.
 - This budget-approved initiative comes out of the Council Strategic Plan. It supports Council's direction for a more efficient and streamlined agenda process that will reduce staff time spent on these processes and assist Council with better access to agenda materials before, during, and after meetings.
 - The software will also "plug in" to the ucluelet.ca website to give a friendlier user experience in accessing past and current agendas and minutes, and will have strong search functionality; these features align with the District's commitment to greater transparency and accountability to the public.

Minute-Taking Policy

- Research is nearly complete on the creation of a new minute-taking policy for the District. Staff will receive Council approval on details before proceeding to develop the new policy for Council consideration.
 - This initiative arises from the Council Strategic Plan to perform an internal policy ‘gap’ analysis and ensure the District has support structures and systems in place for its most critical functions.

Internal Intranet

- Development of a web-based Intranet system for the District is complete. Rollout and training for Council and District staff anticipated by early August, 2016.
 - The new Intranet, internally dubbed the “District Dashboard”, comes out of the Council Strategic Plan and Communication Plan to promote better and more efficient internal communications, allow for improved cohesion and interaction between satellite sites and on-the-move staff, and create a centralized hub where Council/staff can locate and review information and status updates from any location and at any time.

Website Improvements

- Planning is underway to re-establish ucluelet.ca as a civic website, now that Tourism Ucluelet and the Chamber of Commerce are migrating to a new web location. The work will aim to increase user-friendliness, promote ease of locating information, and make overall site navigation easier.

FINANCE DEPARTMENT

- In June, the Fire Truck Loan Authorization Bylaw was approved by the Inspector of Municipalities.
- The auditing firm, KPMG, presented the financial statements to Council at the June 14th 2016 Council meeting.
- Asset Management report was finalized and accepted by Council.
- Several water meters were installed in the second Quarter. Quite a few water meters still need to be installed on Commercial users (+-36).
- The District of Ucluelet had its annual safety week for staff from June 15 to 17. District staff received training on the following:
 - Working around mobile equipment
 - Silica in the workplace
 - WHMIS 2015
- At a Special Council meeting on May 12, Council adopted the Five Year Financial Plan bylaw, the Tax Rate bylaw and the Water Parcel Tax bylaw.

- Council adopted Fees and Charges bylaw no. 1186, 2016, on June 28 2016.
- On May 31 2016 staff applied for a \$10,000 grant to update the Ucluelet Economic Development Strategy. The grant application was through the Rural Dividend Fund.
- Staff are reviewing other opportunities for grants.
- Tax notices were sent out to homeowners and businesses the week of May 23, 2016.
- June was a busy month in the Finance Department as taxes and water fees were being collected. The due date for tax payments was July 4, 2016.
- The District invested \$1,500,000 into an investment account at Wood Gundy on June 30th 2016.

PLANNING DEPARTMENT

Development

- Rezoning, Board of Variance and Development permits are all up as is interest in property development.

Building

- Building permits are steady at 11 permits for this quarter and represent 20% to 30% of Planning Staff's time

LED Street Lighting

- Ucluelet has a variety of street lights in place and that leads to possible different conversion approaches. Planning staff have installed six pilot street lights representing different approaches. An outreach to canvas public opinion will be in place August and September.

He-Tin-Kis to Coast Guard Road Right of Way

- This Right of Way has been secured and the path project has now moved to the construction phase.

Development Cost Charges Bylaw Review

- The DCC bylaw is being review by our engineering consultant and a final draft is expected at the end of July.

Heritage Signage

- A consultant has been engaged to pursue sign content and design. A draft is expected by the end of July.

Lighthouse Building

- The final stages of securing the property are ongoing and completion of this stage is expected this summer. Consultation with stakeholders will follow on the best approach to develop the property.

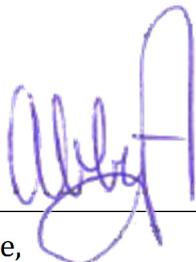
Official Community Plan Review

- Pamela Shaw, Director, Master of Community Planning Program Vancouver Island University has been engaged and is developing the strategy for her course outline. The first public engagement is expected to take place in September.

Church Amenities

- The required Bike Racks have been ordered and design for 3 benches have been approved. Planning Staff is developing one bench design with the proponent as per Council direction.

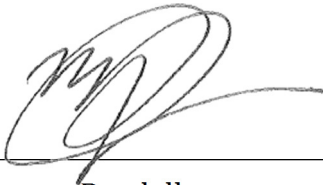
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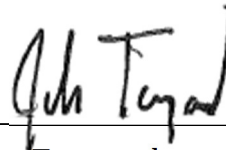
Abby Fortune,
Director of Parks and Recreation



Warren Cannon,
Superintendent of Public Works



Morgan Dossall,
Deputy Municipal Clerk



John Towgood,
Planner I



Karla Robison,
Environmental & Emergency Services Manager



Dave Douglas,
Manager of Finance



Andrew Yeates,
Chief Administrative Officer



Monthly Motion Status Report

Period Covered: January 2016 – June 2016
Prepared for: July 12, 2016 Council Meeting

Council Meeting Date: January 12, 2016

Res. No.	Status	Motion
2016-002	In Process	It was moved by Councillor McEwen and seconded by Councillor Oliwa THAT Council direct staff to follow up with Lance Stephenson, Area Director of BC Emergency Health Services, to discuss working together to help improve local emergency preparedness.
2016-007	In Process	It was moved by Councillor Noel and seconded by Councillor Mole THAT Council direct staff to pursue and collect additional information on the Ministry of Environment's Land Based Spill Preparedness and Response in British Columbia regime. <i>District comments submitted July 6 for the third intention paper.</i>
2016-022	In Process	It was moved by Councillor McEwen and seconded by Councillor Noel THAT Council approve recommendation 1 of report item 8.7 "Ucluelet Recreation Commission", which states: <ol style="list-style-type: none"> 1. THAT Council advise staff as to desired next steps in pursuit of re-establishing a Recreation Commission. AND THAT Council direct staff to amend the wording of the Ucluelet Parks and Recreation Terms of Reference, bullet four, under 'Purpose' to read as follows: "To establish any ad hoc or project committees, as it deems necessary from time to time, to assist the Commission in the performance of its responsibilities." <i>Advertisements for commission members published to District media outlets and in Westerly. Currently have four expressions of interest, and a possible fifth. Frequent emails circulated to interested parties to keep them in the loop while waiting for fifth application. Will meet with fifth party to determine if they will pursue application.</i>

Council Meeting Date: January 26, 2016

Res. No.	Status	Motion
2016-031	In Process	It was moved by Councillor McEwen and seconded by Councillor Oliwa THAT Council refer information item 7.3 "Discussion of the BC Emergency Program Act" to staff for input. <i>Mid Island Emergency Managers and Coordinators (MIEMC) have sent a letter asking for a 6 month extension to review this act. Staff are preparing an independent review for Council.</i>

Council Meeting Date: February 9, 2016

Res. No.	Status	Motion
2016-064	In Process	It was moved by Councillor Noël and seconded by Councillor McEwen THAT Council invite the Community Forest board to attend quarterly Committee of the Whole meetings in 2016. <i>First quarterly meeting cancelled; working on re-scheduling.</i>
2016-065	Complete	It was moved by Councillor Noël and seconded by Councillor Mole THAT Council direct staff to investigate and research the concept of medical marihuana and its possible implications to the District of Ucluelet. <i>District requested information from lawyers. Report forwarded to Council July 6</i>

Harbour Authority Meeting Date: February 16, 2016

Res. No.	Status	Motion
HA-025	In Process	It was moved by Councillor Oliwa and seconded by Councillor McEwen THAT the Harbour Authority direct staff to apply for any and all grant funding opportunities available using the \$1 million investment by DFO in the Small Craft Harbour as leverage to facilitate completion of the Harbour Plan projects and phase currently underway. <i>Manager of Finance is pursuing grant options.</i>

Council Meeting Date: March 8, 2016

Res. No.	Status	Motion
2016-087	Complete	It was moved by Councillor McEwen and seconded by Councillor Oliwa THAT Council receive correspondence item 7.2, "Offer to Assist re: Native Vegetation Restoration of District Riparian Areas for SARA-listed species Habitats", for information; AND THAT staff be directed to write a letter of response inviting Ms. Beasley to share her information with the District in the spring. <i>Invitation sent; no reply received to-date.</i>
2016-094	In Process	It was moved by Councillor McEwen and seconded by Councillor Noel THAT Council approve recommendation 1 of report item 10.2 "Supply and Delivery of One New Fire Apparatus", which states: 1. THAT Council direct staff to move forward with the procurement process for long-term borrowing for the proposed supply and delivery of one new fire apparatus. <i>Loan securing and Alternate Approval process planning is underway. Advertising will commence over July/August, with deadline for submissions in late August.</i>

Council Meeting Date: March 22, 2016

Res. No.	Status	Motion
2016-120	In Process	<p>Moved by Councillor Mole, seconded by Councillor Oliwa</p> <p>THAT Council approve recommendations 1 and 2 of report item 10.2 “Age Friendly Action Plan Report”, which states:</p> <ol style="list-style-type: none"> 1. THAT Council adopt the Age Friendly Action Plan; and 2. THAT Council endorse the Age Friendly Resolution, which states: <p>WHEREAS older persons are under-represented in our workforce and in our community life;</p> <p>AND WHEREAS older persons desire and deserve to fully participate in and contribute to the social and economic wellbeing of our community;</p> <p>AND WHEREAS the Age-Friendly Action Plan initiative is compatible with and supports other community efforts;</p> <p>BE IT IS RESOLVED THAT the District of Ucluelet will actively participate, support, promote and work to implement the Age-Friendly Action Plan initiative to assess and improve accessibility and inclusion of older persons in the community.</p>

Council Meeting Date: April 12, 2016

Res. No.	Status	Motion
2016-143	Complete	<p>It was moved by Randy Oliwa and seconded by Marilyn McEwen</p> <p>THAT Council approve the following resolution:</p> <p>WHEREAS Child Find British Columbia, a provincial member of Child Find Canada is a non-profit, registered charitable organization, incorporated in 1984;</p> <p>AND WHEREAS the Mandate of Child Find British Columbia is to educate children and adults about abduction prevention; to promote awareness of the problem of missing children, and to assist in the location of missing children;</p> <p>AND WHEREAS Child Find has recognized Green as the colour of Hope, which symbolizes a light in the darkness for all missing children;</p> <p>AND WHEREAS Child Find’s annual Green Ribbon of Hope Campaign will be held in the month of May and May 25th is National Missing Children’s Day;</p> <p>THEREFORE BE IT RESOLVED THAT I, Mayor St. Jacques of the District of Ucluelet, do hereby proclaim May as Child Find’s Green Ribbon of Hope month and May 25th as National Missing Children’s day. I urge our citizens to wear a green ribbon as a symbol of Hope for the recovery of all missing children; and to remain vigilant in our common desire to protect and nurture the youth of our Province.</p>
2016-144	Complete	<p>It was moved by Sally Mole and seconded by Marilyn McEwen</p> <p>THAT Council approve attending a meeting on April 20, 2016 in Port Alberni with ACRD member municipalities and First Nation governments to consider shared service agreements for the region.</p>

Res. No.	Status	Motion
2016-150	Complete	It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council approve recommendation 1 of legislative report item "Harbour Regulation Bylaw Amendment - Proposed Bylaw No. 1193, 2016", which states: 1. THAT Council gives Fourth Reading (and subsequent Adoption) to proposed District of Ucluelet Harbour Regulation Amendment Bylaw No. 1193, 2016.
2016-152	Complete	It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council approve recommendation 1 of legislative report item "Ucluelet Cemetery Bylaw Amendment Report", which states: 1. THAT Council give Fourth Reading and subsequent Adoption to proposed District of Ucluelet Cemetery Amendment Bylaw No. 1196, 2016.
2016-154	Complete	It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council approve recommendation 1 of legislative report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by adding the definition for Microbrewery and add Microbrewery as a permissible use to 1601 Peninsula within the Village Square Commercial (CS-1) Zone", which states: 1. THAT Zoning Amendment Bylaw No. 1194, 2016 be given First and Second Reading and advanced to a Public Hearing.
2016-157	Complete	It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council approve recommendation 1 of legislative report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot: 5, Plan: VIP76227 District: 09 from Section CD-1 and place it in VR-1 - Vacation Rental", which states: 1. THAT Zoning Amendment Bylaw No. 1190, 2016 be given Third Reading.
2016-159	Complete	It was moved by Mayco Noel and seconded by Randy Oliwa THAT Council approve recommendation 1 of legislative report "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot: 50, Plan: VIP79602, District: 09, from Section CD-3A.1.4 and place it in GH - Small Lot Single Family Residential ", which states: 1. THAT Zoning Amendment Bylaw No. 1191, 2016 be given Third Reading.

Council Meeting Date: April 26, 2016

Res. No.	Status	Motion
2016-164	In Process	It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council refer correspondence item "BC Spill Response Regime" to staff for follow-up. <i>Karla participated in Area Response Planning Initiative spill response pilot project webcast on May 26, 2016. Ministry collecting written comments until July 15, 2016.</i>

Res. No.	Status	Motion
2016-165	Complete	<p>It was moved by Randy Oliwa and seconded by Marilyn McEwen</p> <p>THAT Council make the following proclamation:</p> <p>WHEREAS public works infrastructure, facilities and services are vital to the health, safety and well-being of the residents of the District of Ucluelet; and</p> <p>WHEREAS such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers and administrator who are responsible for building, operating and maintaining the public works systems that serve our citizens; and</p> <p>WHEREAS the Public Works Association instituted Public Works Week as a public education campaign "to inform communities and their leaders on the importance of our nation's public infrastructure and public works services"; and</p> <p>WHEREAS it is in the public interest of citizens and civic leaders to gain knowledge of the public works needs and programs of their respective communities;</p> <p>WHEREAS Public Works Week also recognizes the contributions of public works professionals;</p> <p>NOW THEREFORE I, Dianne St. Jacques, Mayor of the District of Ucluelet, do hereby proclaim the week of May 15-21, 2016, as Public Works Week in Ucluelet.</p>
2016-168	Complete	<p>It was moved by Marilyn McEwen and seconded by Randy Oliwa</p> <p>THAT Council direct staff to write a letter of response to the Army, Navy and Air Force Veterans (ANAF) Unit No. 293 to thank them for their correspondence dated February 1, 2016 and for their agreement to allow extra parking in their facility's parking lot and that the District would agree to assist the ANAF by using its communication channels to alert the public of closures to the ANAF's parking lot for events hosted at their facility (e.g. Remembrance Day);</p> <p>AND THAT Council direct staff to write a letter of response to Marcelle Noel and Ellen Crowe-Swords with regards to their correspondence dated October 25, 2015 to inform them of the ANAF's response.</p>
2016-169	Complete	<p>It was moved by Marilyn McEwen and seconded by Randy Oliwa</p> <p>THAT Council direct staff to contact Michael McLaughlin to arrange a meeting to acquire his assistance in discussion of projects that the District could put forward for the BC Rural Dividend Program.</p>
2016-170	Complete	<p>It was moved by Marilyn McEwen and seconded by Randy Oliwa</p> <p>THAT Council direct staff to forward a copy of the Ombudsperson's 'Bylaw Enforcement Best Practices Guide for Local Governments' to the Bylaw Ambassadors hired by the District for the summer season.</p>
2016-174	In Process	<p>It was moved by Marilyn McEwen and seconded by Randy Oliwa</p> <p>THAT Council approve forwarding "Option 1" of report item "Bay Street and Cedar Road Ditch Drainage" to the 2017 budget process, where "Option 1" proposes to enclose the ditch on Bay Street at the current elevation at an estimated cost of \$48,000.</p> <p><i>Added to budget discussions for the Fall</i></p>

Res. No.	Status	Motion
2016-175	Complete	It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council approve recommendation 1 of legislative report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot: 5, Plan: VIP76227 District: 09 from Section CD-1 and place it in VR-1 – Vacation Rental", which states: 1. THAT Zoning Amendment Bylaw No. 1190, 2016 be given Fourth Reading and subsequent adoption.
2016-177	Complete	It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council approve recommendation 1 of legislative report "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot: 50, Plan: VIP79602, District: 09, from Section CD-3A.1.4 and place it in GH – Small Lot Single Family Residential ", which states: 1. THAT Zoning Amendment Bylaw No. 1191, 2016 be given Fourth Reading and subsequent adoption.
2016-182	Complete	It was moved by Dianne St. Jacques and seconded by Randy Oliwa THAT Council direct staff to arrange a meeting with the District of Tofino Council to discuss general updates for the region.
2016-183	In Process	It was moved by Dianne St. Jacques and seconded by Marilyn McEwen THAT Council direct staff to arrange a meeting with the Yuułuʔiłʔatḥ Government to discuss water and sewer. <i>Meeting set for July 12 at the Community Centre</i>
2016-184	In Process	It was moved by Dianne St. Jacques and seconded by Randy Oliwa THAT Council direct staff to bring forward a report that provides recommendations to address Mr. Cugini's property concerns as expressed to Council in his correspondence dated April 18, 2016. <i>District met with Mr. Cugini at his property, and will follow-up on results of the meeting with a letter.</i>
2016-185	Complete	It was moved by Dianne St. Jacques and seconded by Randy Oliwa THAT Council direct staff to contact the local RCMP to determine the status of their staffing and plans for the upcoming season. <i>Meeting held with Sgt. Blaine Mumford and Staff Sgt. Jim Faulkner on July 5</i>
2016-186	Complete	It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council direct staff to arrange a meeting with local RCMP to discuss their plans for the upcoming year, and share Council's perspective on community concerns.

Council Meeting Date: May 10, 2016

Res. No.	Status	Motion
2016-190	Complete	It was moved by Marilyn McEwen and seconded by Sally Mole THAT Council direct staff to refer the Surfrider Foundation - Pacific Rim Chapter to the Ucluelet Chamber of Commerce to assist in their request for business contacts in town.

Res. No.	Status	Motion
2016-191	Complete	It was moved by Sally Mole and seconded by Randy Oliwa THAT Council approve Mayor St. Jacques attending the BC Community Achievement Awards on May 25 in Victoria.
2016-192	Complete	It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council direct staff to write a letter to the Wild Pacific Trail Society congratulating members Barbara Schramm and Jim Martin on their Community Achievement Award.
2016-194	Complete	It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council direct staff to send a letter to the Pacific Rim Arts Society congratulating them on their efforts in securing the Pacific Rim for the 2017 joint Arts BC and Heritage BC Conference.
2016-195	Complete	It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council direct staff to apply for the 'Project Development' funding stream of \$10,000 under the BC Rural Dividend Fund Program with a proposal to update Ucluelet's 2012 Economic Development Strategy.
2016-198	Complete	It was moved by Sally Mole and seconded by Randy Oliwa THAT Council approve recommendation 1 of report "Road Closure Request for the Porsche Club 'Show and Shine' Event", which states: <ol style="list-style-type: none"> THAT Council authorizes the closure of Fraser Lane (in front of the Village Green) and the Main Street Dock from 9:00 a.m. to 4:00 p.m. on Saturday, May 28, 2016 for the Porsche Club 'Show and Shine' event.
2016-199	Complete	It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council approve recommendation 1 of report "Edge to Edge Marathon 2016", which states: <ol style="list-style-type: none"> THAT Council approves the road closures and additional operational requests for the Edge to Edge Marathon for June 12, 2016. AND WHICH said road closures and additional operational requests are as follows: <ul style="list-style-type: none"> Closure of Fraser Lane and Cedar (in from of the Village Green) from 8:00 am to 4:00 pm on June 12, 2016 Closure of Cedar and Bay from 8:45 am to 10:45 am on June 12, 2016 Mileage signs erected along the designated race route Road closure signs erected along closed roadways Assistance of Public Works staff with sandbag, cone, and bleacher set up Assistance of Public Works staff with maintenance of Multi-use Path prior to June 12, 2016 (cutting grass, sweeping gravel, filling pot holes) Use of selected areas of the Wild Pacific Trail and Multi-use Path Playing music and making loudspeaker announcements
2016-200	Complete	It was moved by Randy Oliwa and seconded by Sally Mole THAT Council approve recommendation 1 of report "Asset Management Policy No. 3-1025-1", which states: <ol style="list-style-type: none"> THAT Council approves District of Ucluelet Asset Management Policy No. 3-1025-1.

Res. No.	Status	Motion
2016-203	Complete	It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council approve recommendation 1 of legislated report "Water Parcel Tax", which states: 1. THAT Council consider giving up to three readings to Water Parcel Tax Bylaw No. 1197, 2016".
2016-207	Complete	It was moved by Sally Mole and seconded by Marilyn McEwen THAT Council approve recommendation 1 of legislative report "Proposal to amend Zoning Bylaw No. 1160, 2013 by adding the definition for Microbrewery and add Microbrewery as a permissible use to 1601 Peninsula within the Village Square Commercial (CS-1) Zone", which states: 1. THAT Zoning Amendment Bylaw No. 1194, 2016 be given Third Reading.
2016-209	Complete	It was moved by Randy Oliwa and seconded by Sally Mole THAT Council approve recommendation 1 of legislative report "2016 Five-Year Financial Plan", which states: 1. THAT Council give up to three readings to the Five-Year Financial Plan Bylaw No. 1199, 2016.
2016-213	Complete	It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council approve recommendation 1 of legislative report "2016 Tax Rates Bylaw", which states: 1. THAT Council give up to three readings to the Tax Rate Bylaw No. 1200, 2016.
2016-217	Complete	It was moved by Sally Mole and seconded by Marilyn McEwen THAT Council direct staff to write a letter of support for the Clayoquot Biosphere Trust Society's application for funding from the Island Coastal Economic Trust for an Education Tourism grant.
2016-218	In Process	It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council direct staff to invite the Clayoquot Biosphere Trust Society's portfolio manager, JP Harrison, to meet with Council to discuss socially-responsible investment strategy. <i>Scheduled a meeting that was later cancelled due to scheduling conflicts. Attempting to arrange a conference call for Council instead and procure informational material.</i>
2016-220	Complete	It was moved by Marilyn McEwen and seconded by Sally Mole THAT Council donate \$500 in aid to the residents of Fort McMurray.
2016-221	Complete	It was moved by Sally Mole and seconded by Marilyn McEwen THAT Council provide \$5000 to the Westcoast Community Resources Society in contribution to their Community Outreach Program.
2016-222	In Process	It was moved by Dianne St. Jacques and seconded by Randy Oliwa THAT Council direct staff to arrange a meeting with the Minister of Agriculture to discuss fisheries issues in British Columbia. <i>Request submitted to Ministry June 10th; Follow-up on June 30th; Awaiting response</i>

Special Council Meeting Date: May 12, 2016

Res. No.	Status	Motion
2016-224	Complete	It was moved by Marilyn McEwen and seconded by Sally Mole THAT Council approve recommendation 1 of legislative report "2016 Five-Year Financial Plan", which states: 1. THAT Council consider giving Fourth Reading and subsequent adoption to the Five-Year Financial Plan Bylaw No. 1199, 2016
2016-226	Complete	It was moved by Marilyn McEwen and seconded by Sally Mole THAT Council approve recommendation 1 of legislative report "2016 Tax Rates Bylaw", which states: 1. THAT Council consider giving Fourth Reading and subsequent adoption to Tax Rate Bylaw No. 1200, 2016
2016-228	Complete	It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council approve recommendation 1 of legislative report "Water Parcel Tax Bylaw", which states: 1. THAT Council consider giving Fourth reading and final adoption to Water Parcel Tax Bylaw No. 1197, 2016.

Council Meeting Date: May 24, 2016

Res. No.	Status	Motion
2016-234	Complete	It was moved by Marilyn McEwen and seconded by Sally Mole THAT Council direct staff to prepare and forward MP Gord Johns a list of projects that pertain to public transit and water/waste-water infrastructure by May 30, 2016.
2016-235	Complete	It was moved by Sally Mole and seconded by Marilyn McEwen THAT Council approve one of their membership attending the Marine Renewable Energy Open House on June 14, 2016 in Victoria.
2016-236	Complete	It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council approve donating \$500 from Council Discretionary funds to support the Chuu Train Transportation Initiative.
2016-238	Complete	It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council direct staff to send a letter of congratulations to the newly elected representatives of the Tla-o-qui-aht First Nation.
2016-244	Complete	It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council approve recommendation 2 of report item "Application for an extension of hours from 12am to 1am to a Food Primary liquor license and an addition of a patio area to a Liquor Primary license", which states: 1. THAT Council does not wish to provide comments or recommendations to the Liquor Control and Licensing Branch with regards to the two proposed liquor license changes.

Res. No.	Status	Motion
2016-245	Complete	<p>It was moved by Sally Mole and seconded by Mayco Noel</p> <p>THAT Council direct staff to bring forward a revised report on report item "Mobile vending location approval for 1992 Peninsula Road" to include an analysis of adherence to the "mobile vendor" definition, taxation implications, and building code considerations.</p> <p><i>Report presented at June 28, 2016 Council Meeting</i></p>
2016-246	Complete	<p>It was moved by Marilyn McEwen and seconded by Sally Mole</p> <p>THAT Council approve recommendation 1 of report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by adding the definition for microbrewery and add microbrewery as a permissible use to 1601 Peninsula within the Village Square Commercial (cs-1) zone", which states:</p> <ol style="list-style-type: none"> 1. Zoning Amendment Bylaw No. 1194, 2016 be given Fourth Reading and subsequent Adoption.
2016-248	In Process	<p>It was moved by Sally Mole and seconded by Marilyn McEwen</p> <p>THAT Council direct staff to investigate and create a bylaw to address medical marijuana dispensaries in Ucluelet.</p> <p><i>Working with lawyers to gather information</i></p>
2016-249	Complete	<p>It was moved by Dianne St. Jacques and seconded by Sally Mole</p> <p>THAT Council direct staff to write a letter to RCMP Commander Craig Callens requesting that the District of Ucluelet Council be included in the interview process for the new detachment commander of the Ucluelet RCMP unit.</p>
2016-250	Complete	<p>It was moved by Dianne St. Jacques and seconded by Sally Mole</p> <p>THAT Council direct staff to write a letter to RCMP Chief Superintendent Ray Bernoties and Clayton Pecknold, Assistant Deputy Minister and Director of Police Services, Policing and Security Branch, providing them with updates on Ucluelet's population and tourism statistics and expressing Council's dissatisfaction with the current state of Ucluelet's RCMP unit going into the summer season.</p>
2016-252	Complete	<p>It was moved by Marilyn McEwen and seconded by Sally Mole</p> <p>THAT Council authorize amending Ucluelet Harbour Seafoods Ltd.'s invoice total for March 2016 to a total typical with previous billing amounts;</p> <p>AND THAT Council authorize charging Ucluelet Harbour Seafoods Ltd. a flat total of \$5000 (or for actual amount of water used, whichever is less) for the months of April, May and June of 2016, after which time Ucluelet Harbour Seafoods Ltd. will be charged for actual amount of water used;</p> <p>AND THAT Council request a water conservation plan from Ucluelet Harbour Seafoods Ltd. to be reviewed with District staff;</p> <p>AND THAT Council direct staff to review sewer charges for Ucluelet Harbour Seafoods Ltd. to ensure rates reflect true costs to the District.</p>

Council Meeting Date: June 14, 2016

Res. No.	Status	Motion
2016-254	Complete	<p>It was moved by Randy Oliwa and seconded by Mayco Noel</p> <p>THAT Council approve sending Mayor St. Jacques and Councillor Noel to the UBCM Resource Breakfast Series for the Finance Sector and Forest Sector, and Councillor Mole and Councillor Oliwa to the UBCM Resource Breakfast Series for the Natural Gas Sector.</p> <p><i>Reservations confirmed by UBCM</i></p>
2016-257	Complete	<p>It was moved by Marilyn McEwen and seconded by Randy Oliwa</p> <p>THAT Council approve the following resolution:</p> <p>WHEREAS prostate cancer is the most common cancer among Canadian men;</p> <p>AND WHEREAS 1 in 8 Canadian men will be diagnosed with the disease during his lifetime;</p> <p>AND WHEREAS up to 23,600 Canadian men are newly diagnosed each year;</p> <p>AND WHEREAS over 90% of prostate cancer cases are curable if detected and treated in their earliest stages;</p> <p>AND WHEREAS those with a family history of the disease or those of African or Caribbean descent are at a greater risk of getting prostate cancer;</p> <p>AND WHEREAS Prostate Cancer Canada recommends that men get a PSA test in their 40s to establish their baseline;</p> <p>AND THEREFORE BE IT RESOLVED THAT I, Mayor Dianne St. Jacques of the District of Ucluelet, do hereby proclaim September as Prostate Cancer Awareness Month.</p>
2016-258	Complete	<p>It was moved by Marilyn McEwen and seconded by Mayco Noel</p> <p>THAT Council approve the following resolution:</p> <p>WHEREAS the economic, family and social costs to our province would be significantly diminished through increased awareness and early detection of prostate cancer;</p> <p>AND THEREFORE BE IT RESOLVED that the District of Ucluelet requests the provincial government make PSA testing free for all men in the province to ensure all men have the opportunity to have their prostate cancer diagnosed as early as possible so that survival will be improved.</p>
2016-259	Complete	<p>It was moved by Marilyn McEwen and seconded by Mayco Noel</p> <p>THAT Council direct staff to forward Service Canada's Call for Proposal for the federal Enabling Accessibility Fund to the Seaview Seniors Society, Wild Pacific Trail Society, and any other appropriate community organizations for their consideration.</p>

Res. No.	Status	Motion
2016-263	In Process	<p>It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council approve recommendations 1 and 2 of report item "Asset Management Development Report", which state:</p> <ol style="list-style-type: none"> 1. THAT Council accept the Asset Management Development Report and 2. THAT Council provide direction to staff concerning the Asset Management Development Report. <p>AND WHEREBY Council directs staff to devise a plan that incorporates the Asset Management Development Report recommendations into a five-year strategy for Council to discuss during the next budget process.</p>
2016-264	Complete	<p>It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council approve recommendations 1 and 2 of report item "Canada Day Road Closure", which state:</p> <ol style="list-style-type: none"> 1. THAT Council authorises the closure of Fraser Lane (10:00 am - 4:00 pm) in front of the Village Green on Friday, July 1st, 2016. 2. THAT Council attend the Canada Day Festivities and invite the community to join them.
2016-266	Complete	<p>It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council approve recommendation 1 of legislative report item "Fees and Charges Bylaw", which states:</p> <ol style="list-style-type: none"> 1. THAT Council give Bylaw No. 1186, 2016 Ucluelet Fees and Charges Bylaw its FIRST, SECOND and THIRD reading.
2016-270	Complete	<p>It was moved by Randy Oliwa and seconded by Mayco Noel THAT Council approve recommendation 1 of legislative report "Zoning Amendment Bylaw", which states:</p> <ol style="list-style-type: none"> 1. THAT Zoning Amendment Bylaw No. 1201, 2016 be given First and Second Reading and be advanced to a Public Hearing.
2016-273	Complete	<p>It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council approve sending Councillor Mole on Council's behalf to attend the World Paddle for the Planet Day in Ucluelet on June 26, 2016 at Little Beach.</p>
2016-274	Complete	<p>It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council direct staff to research the possibility of creating a rainbow sidewalk in Ucluelet.</p>
2016-275	Complete	<p>It was moved by Dianne St. Jacques and seconded by Randy Oliwa THAT Council direct staff to write a letter to Assistant Deputy Minister Shanna Mason and Regional Director Ryan Spillett of the Ministry of Education to follow up on the March 16, 2016 school tour in Ucluelet and to request an update on discussions had during that meeting.</p>



STAFF REPORT TO COUNCIL

Council Meeting: JULY 12, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JEANETTE O'CONNOR, CHIEF FINANCIAL OFFICER

FILE NO: 1880-20 2015

SUBJECT: STATEMENT OF FINANCIAL INFORMATION FOR 2015

ATTACHMENT(S): APPENDIX #1 – STATEMENT OF FINANCIAL INFORMATION APPROVAL
APPENDIX #2 – MANAGER'S REPORT
APPENDIX #3 – STATEMENT OF FINANCIAL INFORMATION CHECKLIST

RECOMMENDATION:

1. **THAT** Council receives and approve the Statement of Financial Information as presented.

PURPOSE:

The purpose of this report is to fulfil the requirement of Section 2 of the *Financial Information Act*.


BACKGROUND:

Within six (6) months following our fiscal year end, we must send to the ministry contact a copy of the Statement of Financial Information required under Section 2 of the *Financial Information Act* together with a Financial Information Regulation Checklist.

SUMMARY AND CONCLUSION:

The objective of this report is to ensure the District of Ucluelet complies with the requirement of Section 2 of the *Financial Information Act*.

Respectfully submitted:



Jeanette O'Connor, CFO

DISTRICT OF UCLUELET

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Jeanette O'Connor
Chief Financial Officer

Dianne St. Jacques
Mayor on behalf of Council

Date: _____

Date: _____

District of Ucluelet

Management Report 2015

The Financial Statements contain in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles or stated account principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Council of the District of Ucluelet is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises this responsibility through the Finance Committee of Council. The Finance Committee meets with management and the external auditors on an irregular basis in the course of the year.

The corporation does not have an internal auditor

The external auditors, KPMG LLP, conduct an independent examination of, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Finance Committee of Council.

On behalf of the District of Ucluelet

Jeanette O'Connor
Chief Financial Officer
June 29, 2016

Financial Information Regulation, Schedule 1

Checklist – Statement of Financial Information (SOFI)

For the Corporation:

Corporate Name: District of Ucluelet Contact Name: Jeanette O'Connor
 Fiscal Year End: December 31, 2015 Phone Number: (250) 726-4771
 Date Submitted: July 12, 2016 E-mail: joconnor@ucluelet.ca

For the Ministry:

Ministry Name: _____ Reviewer: _____
 Date Received: _____ Deficiencies: Yes No
 Date Reviewed: _____ Deficiencies Addressed: Yes No
 Approved (SFO): _____ Further Action Taken: _____

Distribution: Legislative Library Ministry Retention

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
General					
1 (1) (a)	Statement of assets and liabilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (1) (b)	Operational statement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (1) (c)	Schedule of debts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (1) (d)	Schedule of guarantee and indemnity agreements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1 (1) (e)	Schedule of employee remuneration and expenses	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (1) (f)	Schedule of suppliers of goods and services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (3)	Statements prepared on a consolidated basis or for each fund, as appropriate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (4) 1 (5)	Notes to the financial statements for the statements and schedules listed above	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Statement of Assets & Liabilities					
2	<ul style="list-style-type: none"> • A balance sheet prepared in accordance with GAAP or stated accounting principles / policies, and • Show changes in equity and surplus or deficit due to operations 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Operational Statement					
3 (1)	Prepared in accordance with GAAP or stated accounting principles / policies and consists of: <ul style="list-style-type: none"> • a Statement of Income or Statement of Revenue and Expenditures, and • a Statement of Changes in Financial Position 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3 (2) 3 (3)	<ul style="list-style-type: none"> • The Statement of Changes in Financial Position may be omitted if it provides no additional information • The omission must be explained in the notes 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3 (4)	Community colleges, school districts, and municipalities must prepare a Statement of Changes in Financial Position for the Capital Fund	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Schedule of Debts					
4 (1) (a) 4 (2)	List each long-term debt (secured by debentures, mortgages, bonds, etc.), stating the amount outstanding, the interest rate, and the maturity date	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4 (1) (b)	Identify debts covered by sinking funds or reserves and amounts in these accounts	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4 (3) 4 (4)	<ul style="list-style-type: none"> • The schedule may be omitted if addressed under section 2 or 5 and it provides no additional information • The omission must be explained in a note to the schedule 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Schedule of Guarantee and Indemnity Agreements					
5 (1)	List financial agreements that required government approval prior to being given (see Guarantees and Indemnities Regulation in FIA Guidance Package)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5 (2)	State the entities involved, and the specific amount involved if known	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5 (3) 5 (4)	<ul style="list-style-type: none"> • The schedule may be omitted if addressed under section 2 or 4 and it provides no additional information • The omission must be explained in a note to the schedule 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Schedule of Remuneration and Expenses (See Guidance Package for suggested format)					
6 (2) (a)	List separately, by name and position, the total remuneration and the total expenses for each elected official, member of the board of directors, and employee appointed by Cabinet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 (2) (b)	List alphabetically each employee whose total remuneration exceeds \$75,000 and the total expenses for each [excluding the persons listed under 6 (2) (a)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 (2) (c)	Include a consolidated total for employees whose remuneration is \$75,000 or less [excluding the persons listed under 6 (2) (a)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 (2) (d)	Reconcile or explain any difference between total remuneration in this schedule and related information in the operational statement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6 (3)	Exclude personal information other than name, position, function or remuneration and expenses of employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Schedule of Remuneration and Expenses (See Guidance Package for suggested format)					
6 (6)	Report the employer portion of EI and CPP as a supplier payment to the Receiver General for Canada rather than as employee remuneration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 (7) (a) 6 (7) (b)	Include a statement of severance agreements providing: <ul style="list-style-type: none"> • the number of severance agreements under which payment commenced in the fiscal year being reported on for non-union employees, and • the range of equivalent months' compensation for them (see Guidance Package for suggested format)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6 (8)	Provide the reason for omitting a statement of severance agreements in a note to the schedule of remuneration and expenses	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Schedule of Suppliers of Goods or Services (See Guidance Package for suggested format)					
7 (1) (a)	List in alphabetical order all suppliers of goods and services who received aggregate payments exceeding \$25,000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7 (1) (b)	Include a consolidated total of all payments to suppliers who received \$25,000 or less	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7 (1) (c)	Reconcile or explain any difference between the consolidated total and related figures in the operational statement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7 (2) (b)	Include a statement of payments for the purposes of grants or contributions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Inactive Corporations					
8 (1)	The ministry reports for the corporation if the corporation is not operating to the extent required to produce a SOFI	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8 (2) (a)	The ministry's report contains the statements and schedules required under section 1 (1), to the extent possible	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8 (2) (b)	The ministry's report contains a statement of the operational status of the corporation (see Guidance Package regarding what to include)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Approval of Financial Information					
9 (1)	Corporations other than municipalities – the SOFI is signed as approved by the board of directors or the governing body (see Guidance Package for example)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9 (2)	Municipalities – the SOFI is approved by its council and by the officer assigned responsibility for financial administration (see Guidance Package for example)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9 (3)	A management report is included, signed by the head and chief financial officer, or by the municipal officer assigned responsibility for financial administration (see examples in annual report at http://www.gov.bc.ca/cas/popt/)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9 (4)	The management report explains the roles and responsibilities of the board of directors or governing body, audit committee, management, and the auditors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9 (5)	Signature approvals required in section 9 are for each of the statements and schedules of financial information, not just the financial statements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

THE CORPORATION OF THE DISTRICT OF UCLUELET
2015 Statement of Financial Information

Schedule of Employee Remuneration and Expenses (unaudited)

Name		Position	Remuneration (\$)	Expenses (\$)
Cannon	Warren	Superintendent of Public Works	87,792.22	1,664.80
Fortune	Abigail	Director of Recreation	83,792.02	1,158.38
Lang	Steven	Public Works Foreman	78,414.65	466.80
O'Connor	Jeanette	Chief Financial Officer	93,960.46	2,932.18
Yeates	Andrew	Chief Administrative Officer	<u>128,742.52</u>	<u>4,304.76</u>
Aggregate over 75,000			472,701.87	10,526.92
Aggregate under 75,000			\$ 988,083.66	10,704.80
Totals (39)			<u>1,460,785.53</u>	<u>21,231.72</u>

The Schedule of Employee Remuneration has been prepared on a cash basis. The financial statements have been prepared on an accrual basis, and no reconciliation of this schedule with the financial statements has been prepared.

THE CORPORATION OF THE DISTRICT OF UCLUELET
2015 Statement of Financial Information

Schedule of Council Remuneration and Expenses (unaudited)

Name		Position	Remuneration (\$)	Expenses (\$)
McEwen	Marilyn	Councillor	24,837.96	4,165.47
Mole	Sally	Councillor	22,197.96	4,306.37
Noel	Mayco	Councillor	21,077.96	3,839.32
Oliwa	Randy	Councillor	22,917.96	5,265.79
St Jacques	Dianne	Mayor	33,679.80	6,161.07
			<u>124,711.64</u>	<u>23,738.02</u>

The Schedule of Employee Remuneration has been prepared on a cash basis. The financial statements have been prepared on an accrual basis, and no reconciliation of this schedule with the financial statements has been prepared.

THE CORPORATION OF THE DISTRICT OF UCLUELET
2015 Statement of Financial Information

Schedule of Payment to Supplier for the Provision of Goods and Services (unaudited)

Supplier Name	Amount (\$)
BC HYDRO & POWER AUTHORITY	\$ 237,577.59
AWA ASPHALT LTD	\$ 153,296.43
KASSLYN CONTRACTING	\$ 150,854.53
YOUNG ANDERSON	\$ 90,313.83
PACIFIC BLUE CROSS	\$ 86,609.18
CARVELLO LAW CORPORATION	\$ 75,552.26
KPMG LLP	\$ 68,433.75
WEYERHAEUSER COMPANY LTD	\$ 67,537.10
CIBC - VISA CENTRE	\$ 55,902.48
AON REED STEENHOUSE INC.	\$ 47,882.00
FYFE WELL & WATER SERVICES	\$ 47,465.25
SONBIRD REFUSE & RECYCLING LTD.	\$ 44,827.58
TELUS	\$ 42,556.29
GREATPACIFIC CONSULTING LTD	\$ 38,053.06
REVENUE SERVICES OF BC	\$ 36,175.50
SFE GLOBAL	\$ 35,862.75
S & J SERVICES	\$ 33,667.20
ALBERNI PAVING & CONTRACTING LTD	\$ 32,324.10
INNER HARMONY SERVICES	\$ 30,806.58
WINDSOR PLYWOOD - UCLUELET DIV.	\$ 29,628.14
UKEE INFO TECH	\$ 29,273.38
GIBSON BROS. CONTRACTING LTD.	\$ 28,674.37
D W McMULLEN & ASSOCIATES	\$ 28,104.84
FOUR STAR WATERWORKS LTD.	\$ 27,862.44
WORKSAFE BC	\$ 27,809.37
BENSON ERICA	\$ 25,046.70
Aggregate over \$25,000 (24)	\$ 1,572,096.70
Aggregate UNDER \$25,000 (358)	1,026,521.91
TOTAL	<u>\$ 2,598,618.61</u>

Payments for the Purposes of Grants Contributions

Supplier	Total (\$)
UCLUELET CHAMBER OF COMMERCE	\$ 25,087.05
PACIFIC RIM ARTS SOCIETY	\$ 3,000.00
PORT ALBERNI VICTIM SERVICES SOCIETY	\$ 3,000.00
UCLUELET AND AREA CHILDCARE SOCIETY	\$ 3,000.00
UCLUELET AND AREA HISTORICAL SOCIETY	\$ 3,000.00
UCLUELET SECONDARY SCHOOL	\$ 2,779.11
PACIFIC RIM WHALE FESTIVAL SOCIETY	\$ 2,375.50
FOOD BANK ON THE EDGE SOCIETY	\$ 2,000.00
UKEE PUBLIC MARKET SOCIETY	\$ 1,995.00
ANAF	\$ 1,620.00
PACIFIC RIM HOSPICE SOCIETY	\$ 1,000.00
1RST UCLUELET SCOUTS	\$ 500.00
CORTES KATLYN	\$ 500.00
LONG BEACH GOLF COURSE	\$ 200.00
TOTAL	<u>\$ 50,056.66</u>

The Schedule of Payment to Suppliers for the Provision of Goods and Services has been prepared on a cash basis, and due to the limitations imposed by the accounts payable system includes certain disbursements that are not purchases of goods and services. The financial statements have been prepared on an accrual basis, and no reconciliation of this schedule with the financial statement has been prepared.



STAFF REPORT TO COUNCIL

Council Meeting: JULY 12TH, 2016

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FOLIO No: 180.659 & 180.627

FILE No: :

SUBJECT: SERVICE RIGHT OF WAYS FB255981 AND FB239158

2360-30 CEDAR

2360-30 LORNE WHITE

ATTACHMENT(S): APPENDIX A – REQUEST LETTER

APPENDIX B – NOVEMBER 2013 PLANNING REPORT

RECOMMENDATION(S):

1. **THAT** Council supports the applicants request to release service right of ways FB255981 and FB239158

Or

2. **THAT** Council has reviewed the applicants request to release the service right of ways FB255981 and FB239158 and declines.

DESIRED OUTCOME:

The purpose of this report is to supply Council with information on the possible release of two service right of ways (SRW) that have been built for the purpose of a single point neighbourhood garbage collection. Planning Staff recommend that the applicants request to release service right of ways FB255981 and FB239158 be supported.

SUMMARY:

The benefit of a single point neighbourhood garbage collection to mitigate garbage bear conflict is debatable. With only two established neighbourhood garbage collection points in Ucluelet a future community wide neighbourhood garbage collection strategy would be improbable to implement and is not currently contemplated by Planning Staff.

BACKGROUND:

In a November 12th, 2013 regular meeting of council Planning Staff submitted a report on the possible removal of SRW FB255981 and FB239158 and Council declined to remove the subject SRW at that time. Planning Staff consider that enough time has passed since that November 2013 planning report to review the SRW removal again. To Planning Staff's knowledge a communal type garbage collection for residential lots as part of the Bear Aware program was never developed and is not currently contemplated. These SRW are located in the middle of the front yard of lot 68, VIP86449 and in the rear of the exterior side yard of lot 37, VIP86134 (Figure 1 and 2). These SRW have been built but never used. The majority of Ucluelet is currently covered by curb side

residential weekly garbage pickup including Ucluelet's residential strata lot subdivisions. Planning staff consider that the effectiveness of the proposed single point neighbourhood garbage collection to limit human-bear conflict by reducing wildlife attractants is questionable when comparing to curbside pickup where garbage is taken out the morning of the pickup.

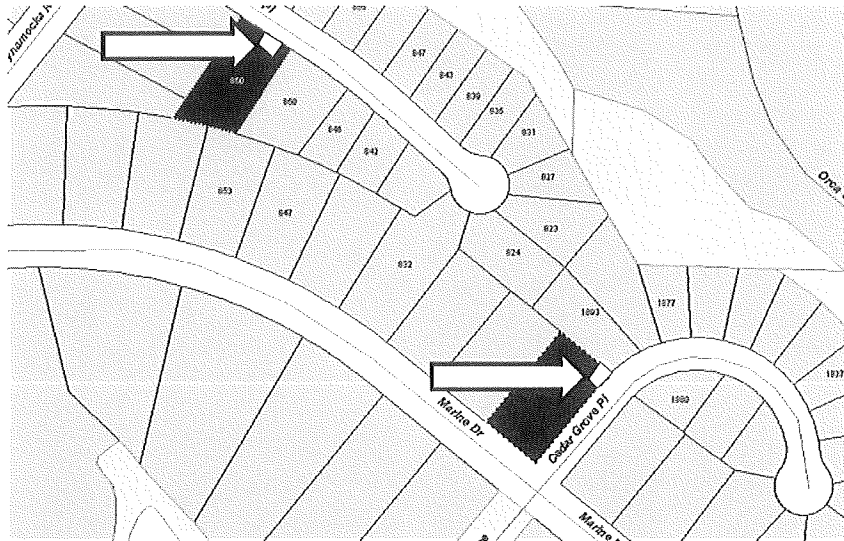


Figure 1

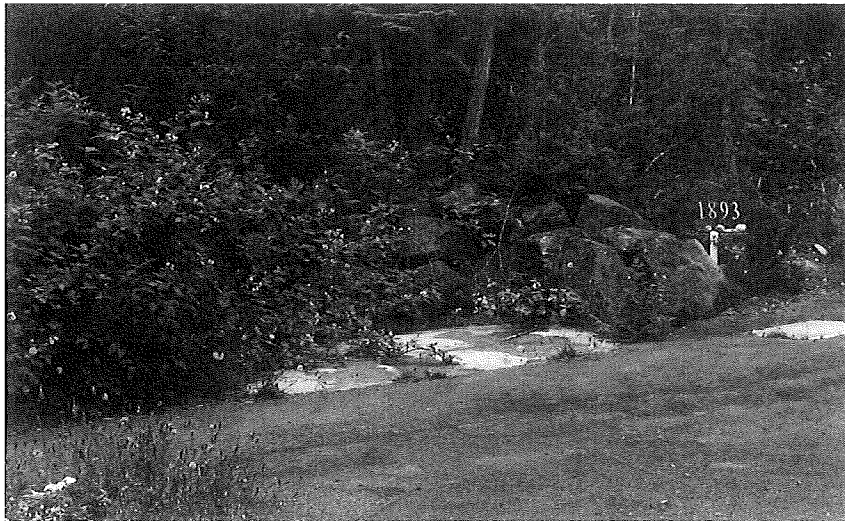


Figure 2

With just these two established neighbourhood garbage collection points a future community wide neighbourhood garbage collection strategy would be impractical to implement.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

Weyerhaeuser and Mr. Waudby have indicated that they will prepare the forms for the release of these covenants. Staff involvement would be to review the documents and a minor amount of coordination.

FINANCIAL IMPACTS:

Weyerhaeuser and Mr. Waudby have indicated that they will pay the costs related to registration of the respective documents and the applicant has not indicated any expectation for the District of Ucluelet to remove the current infrastructure.

POLICY OR LEGISLATIVE IMPACTS:

To Planning staffs knowledge there is no direct policy that involves neighbourhood garbage collection points. Part of section 3.1 of the subject covenants has a clause that contemplates the release of the SRW as follows:

“the operation and maintenance of the Works is a pilot project for the purpose of temporarily ascertaining the viability of the Works as a garbage collection station, and that if the Grantee, in its sole option, determines that such use of the Right of Way and the Works is not viable, or discontinues its use as such, then the Grantee shall, upon the request of the Grantor or its successors in title from time to time, at the sole cost of the Grantee remove the Works, restore the Land and the Right of Way (so far as is reasonably practical) to its prior state as part of a residential property before installation of the Works, and register a discharge of this Statutory Right of Way in the Victoria Land Title Office.”

Considering the length of time that has gone by since the creation of these covenants this clause should be considered and the use of these SWR's reviewed.

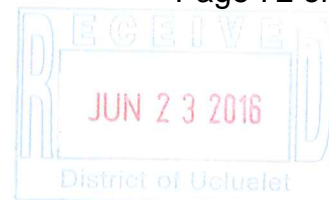
Respectfully submitted:



John Towgood, Planning 1



Andrew Yeates, Chief Administrative Officer



To: Mayor and Council:

Re: SRW's FB255981 and FB239158

During the process of the two subdivisions which produced the Cedar Grove and Lorne White cul-de-sacs Weyerhaeuser was asked if we would be prepared to try a communal garbage collection system as part of the Bear Aware initiative. This was not a formal part of the approval process, but instead was the then Planner, Felice Mazzoni, asking us a favour. We agreed to give it a try and SRW's were registered against lot 37 on Cedar Grove and 68 on Lorne White for this sole purpose.

Part of the agreement (Clause 3) was that if the experiment did not work or was abandoned the registered documents would, upon application of the Grantor, be released and the areas prepared by Weyerhaeuser for the containers would be restored as much as reasonably possible to their original condition. Weyerhaeuser was relying on these covenants when it agreed to the SRW's being put in place. At the time of the subdivision registration there was still no way worked out by the District as to how the actual collection of the garbage by Sonbird and billing to the lots would be accomplished. To my knowledge the activation of these SRW's for garbage collection has not been considered at all by staff in the 7 or 8 years they have been in place, except when I requested their release in late 2013.

That request was turned down, seemingly on two counts:

1. The cul-de-sacs were not fully built out yet, and
2. The SRW's were part of the approval process.

The latter point is not accurate. There is no mention in the PLA's or any correspondence related to the creation of these two cul-de-sacs that registration of these two SRW's was in any way a requirement for getting approval. It was a favour being asked of Weyerhaeuser, asked in the spirit of co-operation that existed between the District and the company at that time.

On behalf of Weyerhaeuser and Darren Waudby, the owner of Lot 37, I respectfully request that the District now approve release of these two SRW's. Both Weyerhaeuser and Mr. Waudby are willing to prepare the release forms and pay the costs related to registration of the respective documents, and also to waive our rights under Clause 3 to have the District restore the areas.

Thank you for your consideration of this matter,

Charles Smith



STAFF REPORT TO COUNCIL

Council Meeting: NOVEMBER 12, 2013
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: PATRICIA ABDULLA, MANAGER OF PLANNING & BUILDING SERVICES **FILE NO:** 3320-20 WEYERHAEUSER

SUBJECT: COMMUNAL GARBAGE COLLECTION SYSTEM – LOTS 37 AND 68

ATTACHMENT(S): N/A

RECOMMENDATION(S):

1. **THAT** Council receives this report for information **and**;
2. **THAT** the SRWs remain in place on Lots 37 and 68

PURPOSE:

The purpose of this report is to provide Council with information in response to an email request of Mr. Charles Smith of Weyerhaeuser to remove the SRW for communal garbage bins on two lots; one of the conditions by which approval for the two subdivisions in Ocean West Development was given (See Figure 1).

BACKGROUND:

As part of the approval process for these subdivision communities within Ocean West, sustainable, environmental and green initiatives were proposed. Ucluelet has received awards and is still recognized for many of these initiatives including the use of French Drains, developing residential lots in a compact fashion, building narrower and winding roads, utilizing pedestrian pathways and linkages and instituting Bear Aware policies and Communal Garbage provisions.

As represented in Council reports and news articles in 2008 this proposed pilot project, agreed to by Weyerhaeuser, promoted policies already in place with respect to the Bear Aware Program. Building bear proof community garbage collection into an eco-friendly community was a selling feature, not only as part of the subdivision approval but remains described in Ocean West's real estate webpage as "features of this beautiful neighbourhood".

SUMMARY:

It is recognized that this project is a 'pilot project' but an important one in the creation of the sustainable and environmentally friendly community upon which the two subdivisions were approved. At this point in time there are only several lots which have been built upon. It is too soon to determine the success of this project and its viability. It would be prudent to pursue the concept of the local residential garbage collection at such time as further build out of the residential

subdivision permits. The concept of this system has not been abandoned and there has not been an attempt to make such a determination or discontinue the proposed use. Simply, its implementation at this stage would be too costly for the few residents in the subdivision at this time. Staff will bring the matter forward in the future when sufficient build out will allow for that determination to occur.

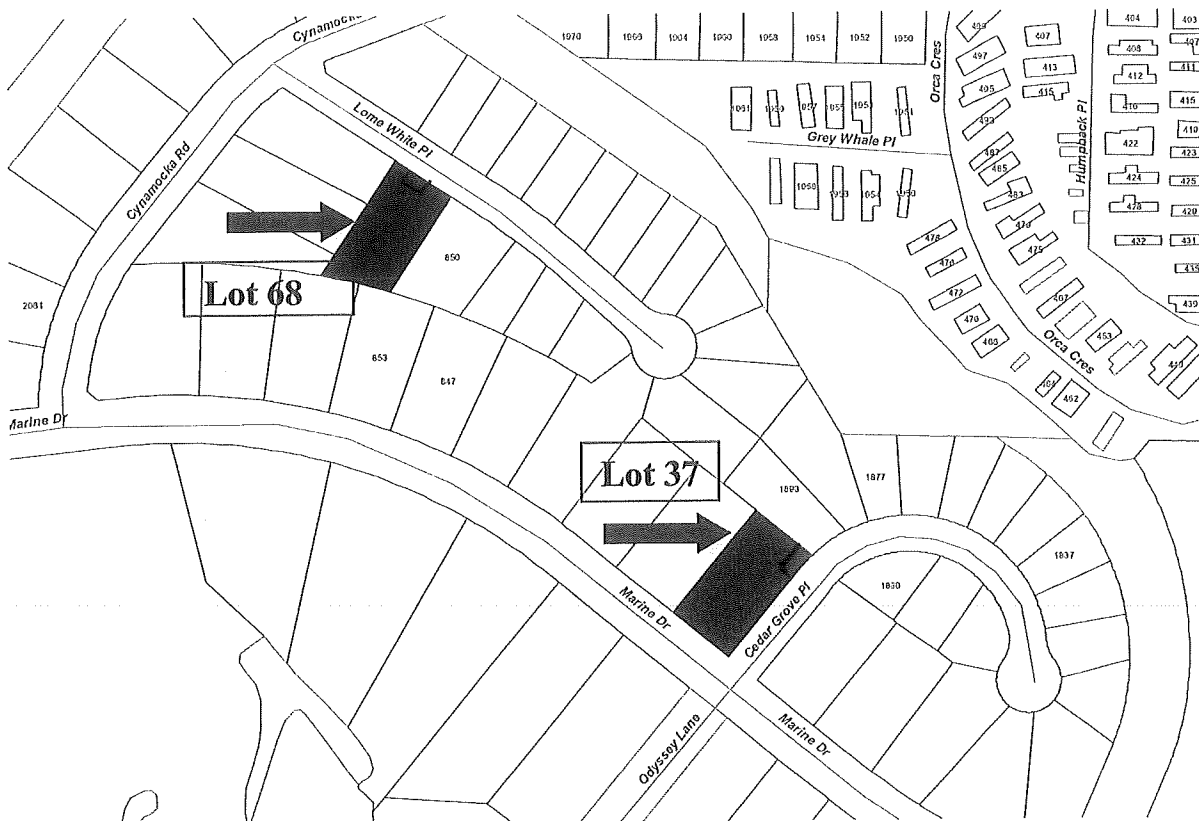


Figure 1

Respectfully submitted:

Patricia Abdulla, Manager of Planning



STAFF REPORT TO COUNCIL

Council Meeting: JULY 12TH, 2016

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FOLIO NO: 127.994 **REF NO:** OCP16-01 **FILE NO:** 3360-20

SUBJECT: PROPOSAL TO AMEND DISTRICT OF UCLUELET OFFICIAL COMMUNITY PLAN BYLAW No. 1140, 2011
BY REMOVING LOT 2, PLAN VIP29119 FROM THE SERVICE COMMERCIAL DESIGNATION AND PLACE IT
IN RESIDENTIAL – MULTI FAMILY

RECOMMENDATION(S):

THAT Council considers approval of one of the following options:

1. **That** Official Community Plan Amendment Bylaw No. 1205, 2016 be given first and second reading and advance to a public hearing.

OR

2. **That** Official Community Amendment Plan Bylaw No. 1205, 2016 be considered and determined not to proceed further.

DESIRED OUTCOME:

That Official Community Plan Amendment Bylaw No. 1205, 2016 be given first and second reading and advance to a public hearing.

SUMMARY:

The commercial continuity on the Peninsula Road Corridor, the Village Green and areas that celebrate Ucluelet's uniqueness and beauty should be protected as commercially designated properties. The Subject lot is off of Peninsula Road facing Bay Street and is not a critical property in the context of commercial continuity.

BACKGROUND:

An application has been received that proposes to rezone Lot 2, Plan VIP29119 (the 'Property') from CS-2 Service Commercial to R-2 Medium Density Residential. As part of that rezoning process a review of the OCP was completed and indicated that an OCP amendment would be required before the property could be rezoned as proposed. The property (Figure 1) is owned by Her Majesty the Queen in Right of Canada, managed by Public Works and Government Services Canada and the Parks Canada Agency.



Figure 1

The property currently falls under the proposed land use designation of Service Commercial. The applicant is proposing to rezone the property to facilitate a conversion of an existing single family dwelling to a duplex dwelling. This rezoning would require the property to be redesignated within the Official Community Plan (OCP) as Residential–Multifamily. The purpose of the proposed land use designation within the OCP is to guide future development in a broader sense of the community as a whole. The subject property currently falls under the proposed land use designation of Service Commercial is located on an intersection of three different proposed land use designations (Figure 2):

- Service Commercial
- Village Square
- Residential – Multi Family

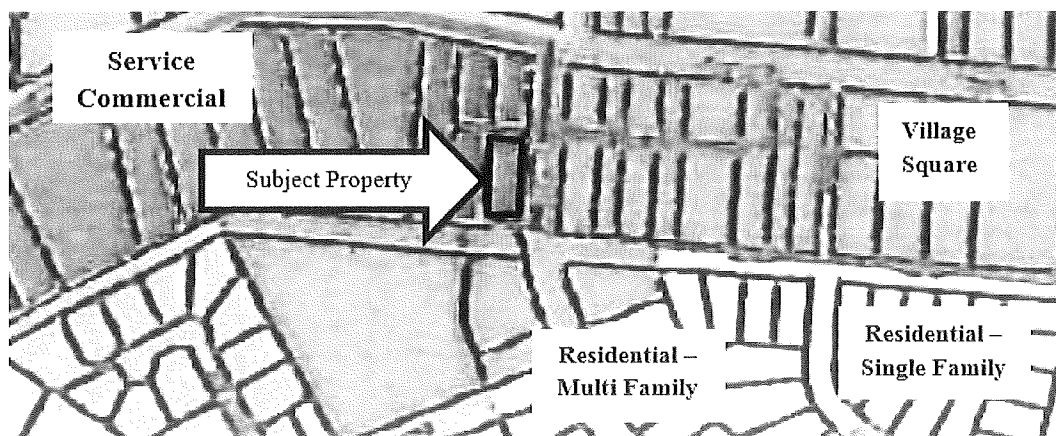


Figure 2

The commercial continuity on the Peninsula Road Corridor, the Village Green and areas that celebrate Ucluelet’s uniqueness and beauty should be protected as commercially designated

properties. The Subject property is off of Peninsula Road and is not a critical property in the context of commercial continuity. The Neighbourhood directly to south is designated Residential – Multifamily and an extension of that designation to the subject property is constant with the objectives of the OCP to create a variety of housing types.

ZONING:

This report is to be read with the concurrent rezoning application and detailed zoning information will be within that report.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

An OCP amendment in general require Staff time to analyze and coordinate. The fees associated to this amendment attempt to recover those costs.

FINANCIAL IMPACTS:

There are no direct financial impacts.

POLICY OR LEGISLATIVE IMPACTS:

This proposal would amend District of Ucluelet Official Community Plan Bylaw No. 1140, 2011 and allow for the possible rezoning of the property to R-2 Medium Density Residential.

Respectfully submitted:



John Towgood, Planning 1



Andrew Yeates, Chief Administrative Officer

DISTRICT OF UCLUELET**Bylaw No. 1205, 2016**

A bylaw to amend the "District of Ucluelet Official Community Plan Bylaw No. 1140, 2011".

WHEREAS Section 471 of the *Local Government Act* identifies the purposes of an Official Community Plan as "a statement of objectives and policies to guide decisions on planning and land use management, within the area covered by the plan, respecting the purposes of local government", and the District has adopted an Official Community Plan;

AND WHEREAS the District has received an application to amend the OCP from several existing residents and is desirous of facilitating the continued use and enjoyment of their properties for single family residential use in the Village Square;

NOW THEREFORE the Council of the District of Ucluelet, in open meeting assembled, enacts as follows:

1. THAT the property with legal description of P.I.D. 001-423-975 Lot: 2, Block: A Plan: VIP29119, District: 09, generally as shown highlighted in black on the Schedule 'A' attached to and forming part of this bylaw, be redesignated from Service Commercial to Residential - Multi Family and the Text and Schedules of the District of Ucluelet Official Community Plan Bylaw No. 1140, 2011 be amended accordingly.
2. This bylaw may be cited as "Official Community Plan Amendment Bylaw No. 1205, 2016".

READ A FIRST TIME this day of , 2016.

READ A SECOND TIME this day of , 2016.

Considered in conjunction with the District of Ucluelet Financial Plan and the Liquid Waste Management Plan under Section 477 of the *Local Government Act* this day of , 2016.

PUBLIC HEARING held this day of , 2016.

READ A THIRD TIME this day of , 2016.

ADOPTED this day of , 2016.

CERTIFIED A TRUE AND CORRECT COPY of "District of Ucluelet Official Community Plan Bylaw No. 1205, 2016."

Mayor
Dianne St. Jacques

CAO
Andrew Yeates

THE CORPORATE SEAL of the District of Ucluelet was hereto affixed in the presence of:

CAO
Andrew Yeates

SCHEDULE 'A'
Bylaw No. 1205, 2016





STAFF REPORT TO COUNCIL

Council Meeting: JULY 12TH, 2016

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FOLIO No: 127.994 **REF No:** RZ16-06 **FILE No:** 3360-20

SUBJECT: PROPOSAL TO AMEND ZONING BYLAW No.1160, 2013 BY REMOVING LOT 2, PLAN VIP29119 FROM THE CS-2 SERVICE COMMERCIAL ZONE AND PLACE IT IN R-2 ZONE – MEDIUM DENSITY RESIDENTIAL

ATTACHMENT(S): APPENDIX A – REZONING APPLICATION

RECOMMENDATION(S):

THAT Council considers approval of one of the following options:

1. **That** Zoning Amendment Bylaw No. 1202, 2016 be given first and second reading and advance to a public hearing.

OR

2. **That** Zoning Amendment Bylaw No. 1202, 2016 be considered and determined not to proceed further.

DESIRED OUTCOME:

That Zoning Amendment Bylaw No. 1202, 2016 be given first and second reading and advance to a public hearing.

SUMMARY:

This application not only has the purely land use factors present in most rezoning's it also has an important social component. Westcoast Community Resources Society is a local non-profit organization with a proven record for providing programs to support the areas vulnerable residents. The M'akola Group have provided safe, affordable housing for Aboriginal and non-Aboriginal families who were in need of housing on Vancouver Island since 1984. This application represents years of study and collaboration between these two experienced groups, the District of Ucluelet and the Federal Government. The rezoning to R-2 has strong merits from a land use point of view with its location just off Peninsula Road. The creation of social housing is an imperative facing many communities and the proposed duplex represents a viable opportunity to create social housing for vulnerable families in Ucluelet.

BACKGROUND:

An application has been received that proposes to rezone Lot 2, Plan VIP29119 (the 'Property') from CS-2 to R-2. The property is owned by Her Majesty the Queen in Right of Canada, managed by Public Works and Government Services Canada and the Parks Canada Agency, and has until

recently housed Parks Canada employees. The building is considered a lawfully non-conforming single family residence (SFD) and it is currently sitting vacant.

The West Coast Resource Society (WCRS) have partnered with the M'akola Group of Societies Administration and Development Services Office (the 'Proponent') and have expressed an interest in acquiring this property through the Surplus Federal Real Property for Homelessness Initiative (SFRPHI). The SFRPHI is a funding stream of the Homelessness Partnering Strategy (HPS). It makes surplus federal real properties available to eligible recipients for projects to help prevent and reduce homelessness. As part of that application process the property must be zoned correctly for its intended use.



Figure1

Planning Staff have broken down the analysis as follows:

OCP

The Official Community Plan (OCP) analysis for this application is being reviewed in a concurrent OCP application and must progress and be adopted concurrently with this application.

Current Zoning

The Property is currently zoned:

CS-2 Zone – SERVICE COMMERCIAL. This Zone is intended for convenient shopping opportunities for those travelling in vehicles and those commercial uses which, due to their service nature, may require larger lot areas. Vibrancy is added with mixed uses including residential and tourist commercial accommodation.

CS-2.1.1 The following uses are permitted, but secondary permitted uses are only permitted in conjunction with a principal permitted use:

(1) Principal:

- (a) Hotel*
- (b) Motel*
- (c) Mixed Commercial/Residential*
- (d) Mixed Commercial/Resort Condo*

- (e) Office
 - (f) Tourist Information Booth
 - (g) Retail, including supermarket
 - (h) Convenience Store
 - (i) Restaurant
 - (j) Bistro/Café
 - (k) Take Out Food Services
 - (l) Personal Services
 - (m) Commercial Recreation
 - (n) Studio
 - (o) Community Use
- (2) Secondary:
- (a) Accessory Residential Dwelling Unit

The property has been used as a SFD to house Pacific Rim National Park Employees. This continued use, since the property was rezoned in 1999, would give the SFD use a lawfully non-conforming status.

Proposed Zoning

The applicant is proposing the subject property be rezoned:

R-2 Medium Density Residential. This Zone is intended for low to medium density residential uses in a variety of housing types.

R-2.1.1 The following uses are permitted, but secondary permitted uses are only permitted in conjunction with a principal permitted use:

(1) Principal:

- (a) Single Family Dwelling

(2) Secondary:

- (a) Bed and Breakfast

- (b) Home Occupation

- (c) Secondary Suite

R-2.1.2 The following uses are permitted, but secondary permitted uses are only permitted in conjunction with a principal permitted use:

(1) Principal:

- (a) Duplex Dwelling

- (b) Multiple Family Residential

- (c) Despite the above, Multiple Family Residential is not permitted on Lots 3, 4, 5 and 6 of Plan VIP76238.

(2) Secondary:

- (a) Home Occupation

R-2.1.3 The following uses are permitted, with no secondary permitted uses:

(1) Principal:

- (a) Moderate Level Support Services Housing

The lot area is 1000.4m² (10,768ft²) and would support all permitted uses listed above. A Development variance permit will be required for any siting non-conformance and will form part of the third reading report should the application progress to that point. The following chart indicates some of the key differences between the two zones.

	CS-2 (Maximum)	R-2 (Maximum)	Proposed
Max. # Residential units	4 *	3	2
Floor Area Ratio	0.6 (7,538)	0.7	.18
Lot Coverage	50%	40%	18%
Front Yard Setback	0'	25'	13'
Rear Yard Setback	10'	20'	10'

It should be noted that it is the owners and or developers responsibility to verify all calculations within in this chart and report.

** It should be noted that residential in CS-2 must be on the second floor*

Supportive Housing

The WCRS is proposing to use the property as moderate level support services housing, which is the use of an otherwise residential duplex or multiple family residential building to include housing that has the option to provide services within the dwelling units for people that require:

- social service assistance
- for people that are victims of abuse
- assisted living units with medical need, or disabilities

The WCRS plan to convert this existing house into a duplex consisting of a one bedroom unit and a two bedroom unit for the housing of vulnerable families in Ucluelet.

Commercial

Although the rezoning does represent a loss of a commercially zoned property, the subject property is off Peninsula Road and does not represent a break in the commercial focus of the Peninsula Road Corridor.

Neighbourhood Impact and Continuity

The applicant is utilizing the existing building and any changes will have minimum visual impact. Any major exterior changes would require a form and character development permit. The change in density from the current SFD to the duplex would be less than what would be allowed under the current zoning and should be viewed in that context. The neighbourhood has two R-2 lots in the immediate area (Figure 2), one developed into a multifamily building and one that has not been developed.

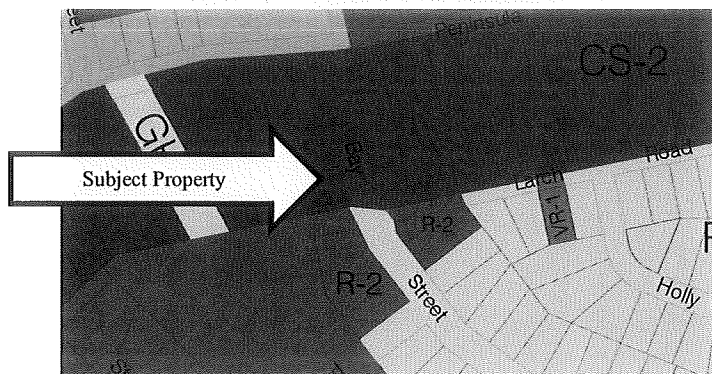


Figure 2

Amenity Contributions

Due to the supportive house nature of this rezoning and the density similarities between CS-2 and R-2 Planning Staff do not consider amenity contributions to be appropriate for this proposal.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

Rezoning applications in general require significant Staff time to analyze and coordinate. The fees associated to rezoning attempt to recover those costs.

FINANCIAL IMPACTS:

There are no direct financial impacts.

POLICY OR LEGISLATIVE IMPACTS:

This proposal would amend Zoning Bylaw No. 1160, 2013.

Respectfully submitted:

John Towgood, Planning 1

Andrew Yeates, Chief Administrative Officer



Westcoast Community Resources Society

P.O. Box 868, Ucluelet, British Columbia V0R 3A0
 Phone: (250) 726-2343 Fax: (250) 726-2353

District of Ucluelet
 P.O. Box 999
 Ucluelet, BC V0R 3A0

May 31, 2016

Re: Zoning of 1800 Bay Street, PID 001-423-941

Dear Council,

This letter is to support our development application to rezone 1800 Bay Street, in Ucluelet, BC (PID 001-423-941). The rezoning would allow the existing home to be divided into two units. This property is currently owned by Her Majesty the Queen, and the custodians, Parks Canada Agency (PCA) have granted Westcoast Community Resources Society (WCRS) to pursue rezoning this property in an effort to support their Federal Real Property for Homelessness Initiative (SFRPHI) Application. If successful, they will transfer the property to Westcoast Community Resources Society who will renovate the property to house vulnerable families in Ucluelet.

Present Designation

The property is currently zoned CS-2 Commercial Service, which includes motels, restaurants, retail, etc. The current site is a legal non-conforming use, as it has been a single family residential dwelling. This zoning does not permit any residential use having multiple unrelated occupants (i.e. a boarding or room house). Additionally, any alterations to the building that would require a Building Permit (i.e. electrical work, interior structural changes) would also require a zoning review. For these reasons, we will require a rezoning of the property.

Proposed Designation

As the proposed use is a duplex, we are requesting a rezoning to R:2 Medium Density Residential.

Existing Use

The existing use is residential, therefore it's a legal, non-conforming use.

Proposed Use

The proposed use is a duplex, to create two family residences. One side would have 1 bedroom, and the other two bedrooms. They would each have their own kitchens and separate entrance.

Sewage, storm water, water supply

The requested rezoning will not require upgrades to water and sewage systems.

Commencement Date

Fall 2016. West Coast Community Resources Society has applied for this property through the SFRPHI program. Upon a successful rezoning, the Government of Canada will consider approving this application and begin the property transfer process.

Supporting Application

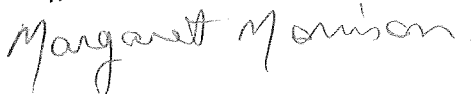
WCRS applied for this property through a SFRPHI, and the property is currently owned by Her Majesty the Queen, and used by Park Canada Agency, who granted permission to apply for the rezoning. By supporting this application, the District of Ucluelet is supporting the creation of two units of second-stage transitional housing in Ucluelet. The tenants will have an affordable, safe housing with supports services from WCRS.

In addition to the above information, please also see the attached documents:

- Development Application
- Floor plans
- Area Calculations
- Letter of Permission to rezone
- Title Certificate
- Application Fee Cheque

Please contact Chelsea Medd, Junior Planner, M'akola Development Services, at (778) 265-5634 or cmedd@makoladevelopment.com should you have any questions.

Sincerely,



Margaret Morrison
Executive Director
Westcoast Community Resources Society
Ucluelet, BC V0R 3A0
250-726-2343 x54

Cc: Blair Polychronopoulos – Public Works Government Services Canada



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

219 - 800 Burrard Street
Vancouver, B.C.
V6Z 0B9
Phone: 604-617-9435
Fax: 604-775-6634
E-mail: blair.polychronopoulos@pwgsc.gc.ca

February 1, 2016

Mr. Andrew Yeates
Chief Administrative Officer
District of Ucluelet
200 Main Street
P.O. Box 999
Ucluelet, BC
V0R 3A0

Dear Mr. Yeates,

RE: 1800 Bay Street, Ucluelet BC – Zoning Change Request – Permission

Please find attached a letter from Parks Canada Agency (PCA) granting permission to the Westcoast Community Resources Society or their partner M'akola Group of Societies (the 'Proponent') to apply for a zoning change to 1800 Bay Street, Ucluelet BC, currently owned by Her Majesty the Queen in Right of Canada. Please be advised that we are not granting agency to the Proponent, nor the right to act on behalf of the Crown.

As the Real Property representative for PCA and the Government of Canada on this file, please ensure that I am included in all correspondences between the District of Ucluelet and the Proponent in regards to the zoning of the above noted property.

Thank you and please do not hesitate to contact me if you require clarification.

Regards,

Blair Polychronopoulos
Real Estate Advisor | Public Works Government Services Canada
blair.polychronopoulos@pwgsc-tpsgc.gc.ca | (604) 671-9435

cc:

Jim Greenfield – Parks Canada Agency
Cory Ward – Public Works and Government Services Canada
John Towgood – District of Ucluelet

Canada



Parks Canada Parcs
Canada Canada



Office of the Superintendent
Coastal British Columbia Field Unit
Parks Canada
2220 Harbour Road
Sidney, BC
V8L 2P6

February 1, 2016

Mr. Andrew Yeates
Chief Administrative Officer
District of Ucluelet
200 Main Street
P. O. Box 999
Ucluelet, BC
V0R 3A0

Re: 1800 Bay Street, Ucluelet BC – Zoning Change Request

Dear Mr. Yeates,

Her Majesty the Queen in Right of Canada, under the custodianship of Parks Canada, is the owner of a federal property located at 1800 Bay Street, Ucluelet, BC. Parks Canada no longer requires this property for operational purposes and has declared it surplus to its needs.

The Westcoast Community Resources Society has identified an interest in acquiring the property to provide housing for people who are homeless or at risk of homelessness under the Employment and Social Development Canada's Surplus Federal Real Property for Homelessness Initiative (SFRPHI). The current commercial zoning of the property does not permit the planned use.

Westcoast Community Resources Society or their partner M'akola Group of Societies has our permission to apply for rezoning of the above referenced property. Please be advised that we are not granting agency to Westcoast Community Resources Society and its partner nor the right to act on behalf of the Crown.

Canada



Parks Canada Parcs Canada



Should you require additional information, please do not hesitate to contact Blair Polychronopoulos at (604) 671-9435 or by e-mail at blair.polychronopoulos@pwgsc-tpsgc.gc.ca.

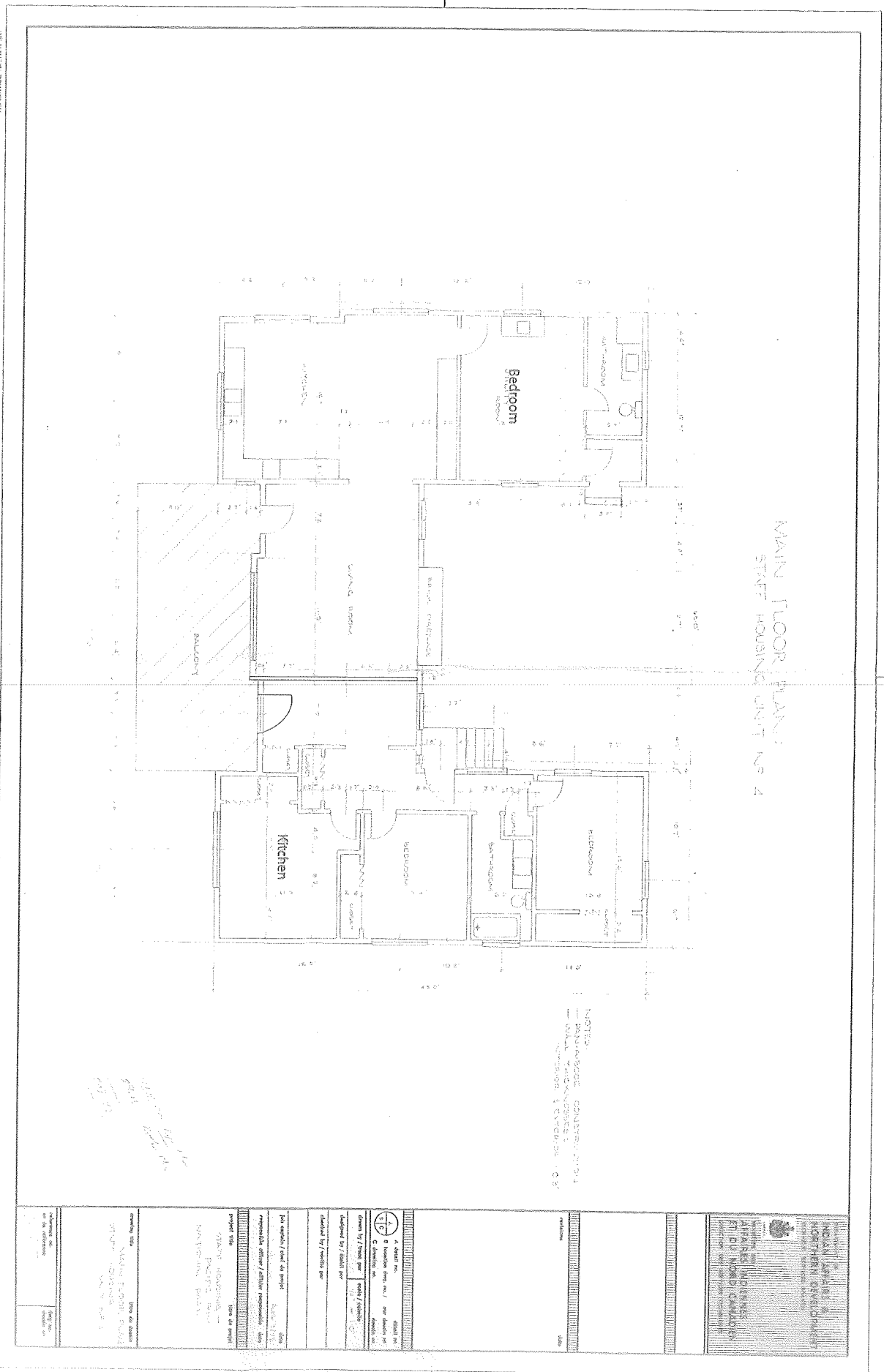
Your assistance in expediting the rezoning would be greatly appreciated.

Thank you for your support and cooperation in this matter.

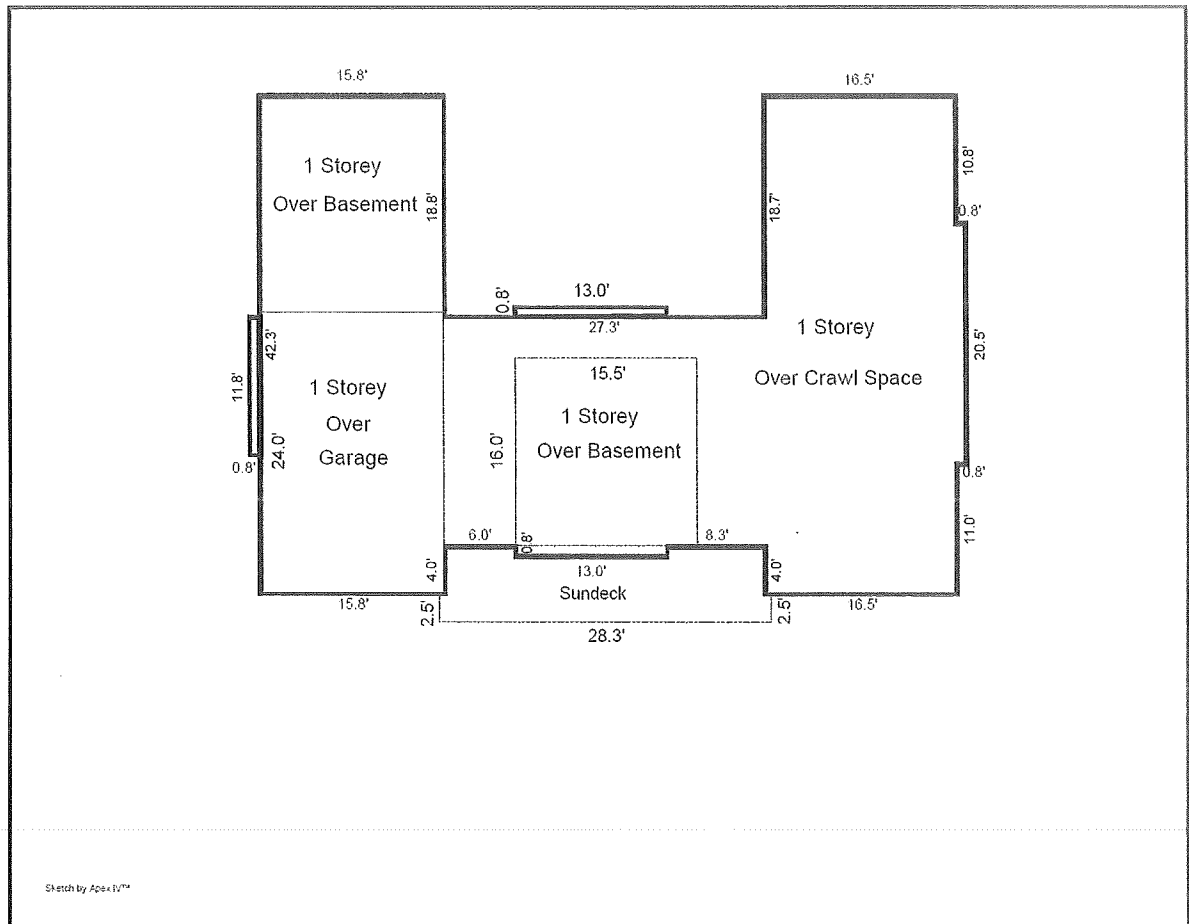
A handwritten signature in black ink, appearing to read "Helen Davies".

Helen Davies
Field Unit Superintendent
Coastal British Columbia Field Unit

Canada



1800 BAY STREET, UCLUELET, BC V0R 3A0



Sketch by Ape17™

Comments:

AREA CALCULATIONS SUMMARY			
Code	Description	Net Size	Net Totals
GLA1	First Floor	1931.5	1951.5
	First Floor	9.8	
	First Floor	10.3	
BSMT	Basement	248.0	540.9
	Basement	292.9	
P/P	Sundeck	169.4	169.4
GAR	Basement Garage	375.8	375.8
Net LIVABLE Area		(Rounded)	1951

LIVING AREA BREAKDOWN			
Breakdown			Subtotals
First Floor			
	0.8 x	20.5	17.0
	16.5 x	42.3	698.4
	0.8 x	13.0	10.8
	19.6 x	27.3	535.1
	15.8 x	42.3	670.1
	0.8 x	11.8	9.8
0.5 x	0.1 x	13.0	0.5
	0.8 x	13.0	9.8
8 Items			(Rounded) 1951

PLAN N^o 29119

PLAN OF SUBDIVISION OF LOT I, BLOCK A, D.L. 282, CLAYOQUOT DISTRICT, PLAN 7810.

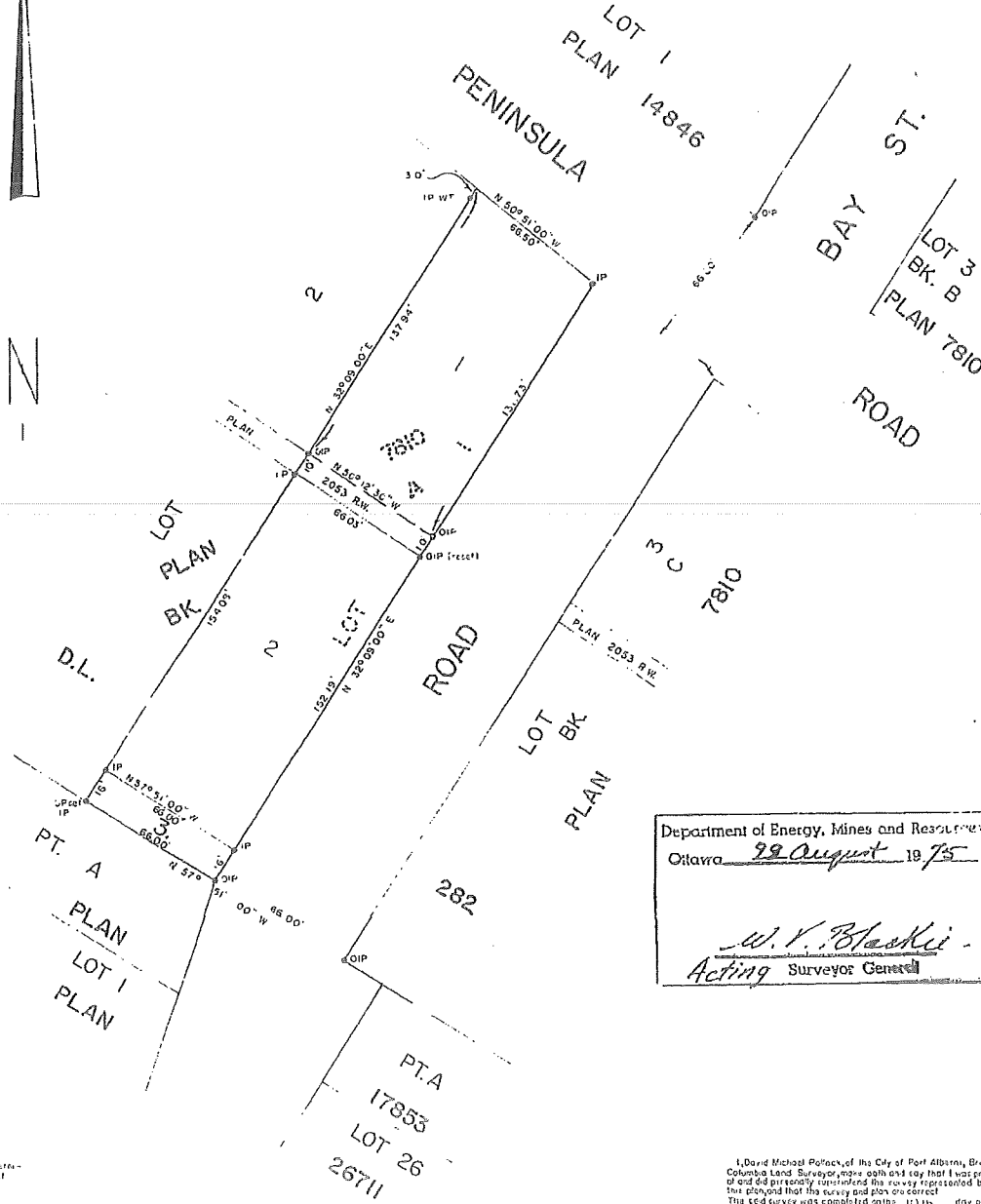
SCALE:- 1" = 50'

LEGEND

- OP - Denotes Wooden Post found
- IP - Denotes Iron Post found
- IP - Denotes 1/2 square galvanized iron Post set
- WT - Denotes witness post

Deposited in the Land Registry Office of Victoria, B.C.
 this 5th day of Jan, 1976
[Signature]
 Registrar

Bearings astronomic derived from Plan 7810



Department of Energy, Mines and Resources
 Ottawa 22 August 1975
W. V. Blaskie
 Acting Surveyor General

This plan lies within the Alberta-Clayoquot Regional District

Approved under the Land Registry Act this 24th day of October, 1975

[Signature]
 Approving Officer
 Corporation of the Village of Ucluelet

OWNER
 HER MAJESTY THE QUEEN IN RIGHT OF CANADA
[Signature]
 MINISTER
 Department of Indian Affairs and Northern Development, Ottawa (2 August 1975)

I, David Michael Pollock, of the City of Port Alberni, British Columbia Land Surveyor, more oath and say that I was present at and did personally inspect the survey represented by this plan and that the survey and plan are correct. This said survey was completed on the 10th day of JUNE, 1975.

David Michael Pollock
 Survey before me this 18th day of June, 1975
 B.C.L.S.

[Signature]
 A Commissioner for taking affidavits within the Province of British Columbia

DISTRICT OF UCLUELET

Bylaw No. 1202, 2016

A bylaw to amend the "District of Ucluelet Zoning Bylaw No. 1160, 2013".

WHEREAS Section 479 and other parts of the *Local Government Act* authorize zoning and other development regulations;

NOW THEREFORE the Council of the District of Ucluelet, in open meeting assembled, enacts as follows;

1. THAT the property with legal description of P.I.D. 001-423-975 Lot: 2, Block: A Plan: VIP29119, District: 09, generally as shown highlighted in black on the Schedule 'A' attached to and forming part of this bylaw, be rezoned from CS-2 Service Commercial to R-2 Medium Density Residential and the Text and Zoning Maps of the District of Ucluelet Zoning Bylaw No. 1160, 2013 be amended accordingly.

2. This bylaw may be cited as "Zoning Amendment Bylaw No. 1202, 2016".

READ A FIRST TIME this day of , 2016.

READ A SECOND TIME this day of , 2016.

PUBLIC HEARING held this day of , 2016.

READ A THIRD TIME this day of , 2016.

ADOPTED this day of , 2016.

CERTIFIED A TRUE AND CORRECT COPY of "District of Ucluelet Zoning Amendment Bylaw No. 1202, 2016."

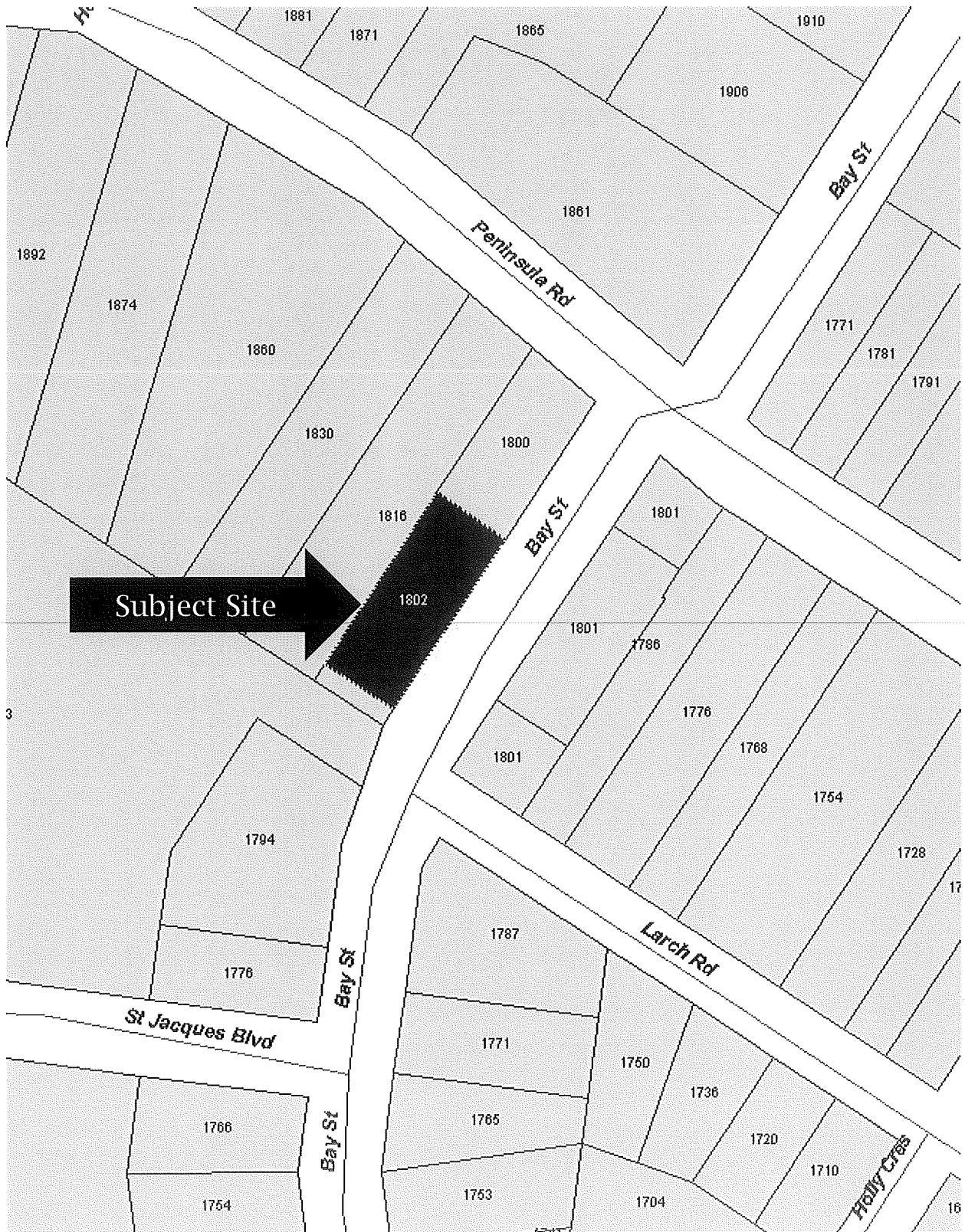
Mayor
Dianne St. Jacques

CAO
Andrew Yeates

THE CORPORATE SEAL of the District of Ucluelet was hereto affixed in the presence of:

CAO
Andrew Yeates

SCHEDULE 'A'
Bylaw No. 1202, 2016





STAFF REPORT TO COUNCIL

Council Meeting: JULY 12TH, 2016

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FOLIO No: 127.082 **REF No:** RZ16-07 **FILE No:** 3360-20

SUBJECT: PROPOSAL TO AMEND ZONING BYLAW No.1160, 2013 BY REMOVING LOT 33, PLAN VIP79602 FROM THE CD-3 ZONE COMMERCIAL / RESIDENTIAL AND PLACE IT IN R-2 ZONE – MEDIUM DENSITY RESIDENTIAL

ATTACHMENT(S): APPENDIX A – REZONING APPLICATION

RECOMMENDATION(S):

THAT Council considers approval of one of the following options:

1. **That** Zoning Amendment Bylaw No. 1203, 2016 be given first and second reading and advance to a public hearing.

OR

2. **That** Zoning Amendment Bylaw No. 1203, 2016 be considered and determined not to proceed further.

DESIRED OUTCOME:

That Zoning Amendment Bylaw No. 1203, 2016 be given first and second reading and advance to a public hearing.

SUMMARY:

The proposed zoning amendment removes the commercial/resort condo element of the current zone and focuses the properties use to multifamily. This change will encourage the development of a purely multifamily building that would be more appropriate to the neighbourhood than a mixed commercial/residential/resort condo building.

BACKGROUND:

In 2004/2005 a large 50 lot development locally known as the Rainforest Estates was created. It consisted of primarily single family dwellings with four larger mixed commercial/residential lots (one of which has been rezoned to a single family dwelling use and another to the R-4 zone), two large multifamily lots and a community care facility. None of the mixed commercial/residential lots or large multifamily lots have been developed and approximately 70% of the single family residential lots still remain to be developed. The area has two lots that are designated parks but are not at this time developed. The subject site (Figure 1) is zoned for mix of commercial, residential

and resort condo uses with the residential and resort condo component only being allowed on the second floor.

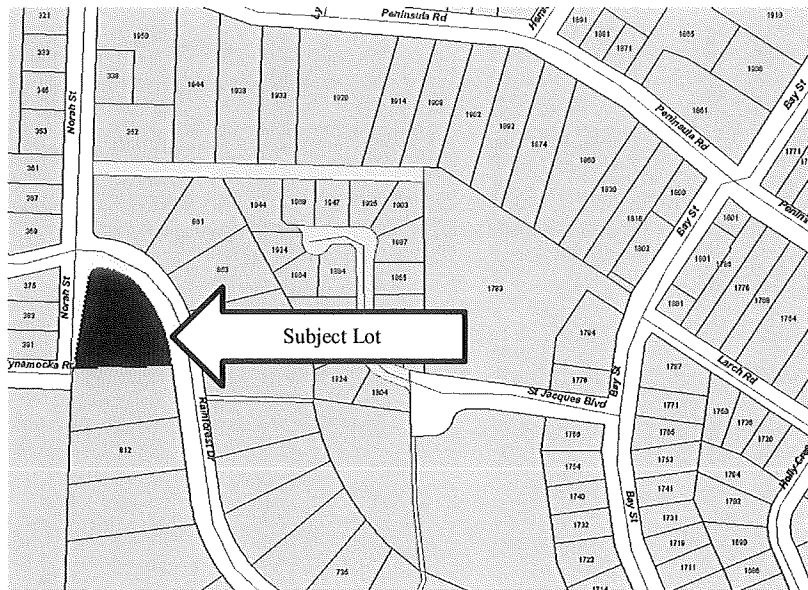


Figure1

Planning Staff have broken down the analysis as follows:

OCP

The Official Community Plan (OCP) under Section 1.5 (1) encourages the retention of commercial uses near the Village Square or Village Core. This is further underlined in Ucluelet's subsequent 2012 Economic Development Strategy. The subject site falls just outside the area designated as the Village Square and thus the removal of commercial uses from the subject site is not in conflict with the OCP.

Current Zoning

The subject property is currently zoned CD-3A and is part of a 2004 comprehensive development that included the Rainforest Estates subdivision, the St. Jacques subdivision, the Seaview Seniors Center and the skate park . The zoning regulations that are specific to lot 29 are as follows:

CD-3A.1.4 The following uses are permitted on Lots 19, 29, and 33, all of Plan VIP79602, in the areas of the CD-3 Zone Plan labeled "Commercial/ Residential", but secondary permitted uses are only permitted in conjunction with a principal permitted use:

(1) *Principal:*

- (a) *Office*
- (b) *Retail*
- (c) *Personal Services*
- (d) *Daycare Centre*
- (e) *Commercial Entertainment*
- (f) *Recreational Services*
- (g) *Community Use*

(2) *Secondary:*

- (a) *Mixed Commercial/Residential*
- (b) *Mixed Commercial/Resort Condo*

CD-3A.3.1 Maximum Number:

Dwelling Unit component of Mixed Commercial/Residential & Mixed Commercial/Resort Condo combined:

(b) 6 dwelling units on Lot 33, Plan VIP79602

CD-3A.4.1 Principal Building:

(1) Mixed Commercial/Residential & Mixed Commercial/Resort Condo:

(b) 557.4 m² (6,000 ft²) gross floor area combined on Lot 33, Plan VIP79602;

With Mixed Commercial/Residential and Mixed Commercial/Resort Condo being defined as follows:

"Mixed Commercial/Residential" means the use of a building containing a combination of:

(a) commercial uses that are otherwise permitted within the Zone on any storey, including commercial tourist accommodation uses not on the first storey, and

(b) residential uses located exclusively at the second storey or higher, unless otherwise specified in a particular Zone;

"Mixed Commercial/Resort Condo" means the use of a building containing a combination of:

(a) commercial uses that are otherwise permitted within the Zone, excluding commercial tourist accommodation uses, on any storey; and

(b) commercial tourist accommodation uses located exclusively at the second storey or higher;

Lot 33 supports a variety of commercial use on the ground floor and up to 6 dwelling units of residential or resort condo use. The total gross floor area, combined is 557.4.2 m² (6,000ft²). Both the subjects property's Floor Area Ratio(FAR) and Lot coverage allow for a greater gross floor area than allowed under section CD-3A.4.1 743.2 m² (8,000 ft²) and are therefore made redundant.

The zoning for this lot can support various use combinations and as a general rule of thumb, to analyze a developments impact it is best to consider the best and highest use the subject lot can support. With this in mind Planning Staff have created a hypothetical CD-3 buildout for visualization purposes:

- Two 46.6m² (500ft²) commercial units on the ground floor
- Six 77.4m² (833ft²) dwelling units on the second Floor
- Total gross floor area 557.4.2 m² (6,000 ft²)

The following sketch has been created to help visualize the current zonings potential density and impact (Figure 2). It should be noted all sketches and calculations in this report are for visualization purposes only and their inclusion in this report does not verify the acceptance of the site or building design or the accuracy of the calculations by the District of Ucluelet.

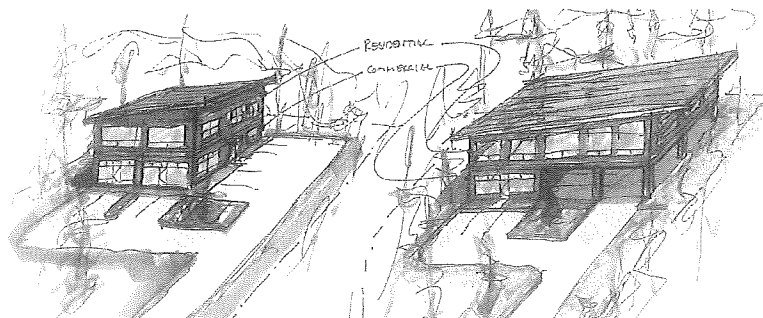


Figure 2

Proposed Zoning

The applicant is proposing the subject lot be rezoned to R-2 Medium Density Residential. This Zone is intended to facilitate medium density residential multifamily dwellings. The setbacks, the floor area ratio (FAR), the lot coverage and building height have the same values as the current zoning.

The key zoning differences are:

- Maximum number of units:
 - CD-3 – 6 units
 - vs
 - R-2 – 10 units(Base density of 30 units per hectare)
- Maximum size:
 - CD-3 - Total gross floor area 557.4.2 m² (6,000 ft²)
 - vs
 - FAR 2407.9m² (25,918ft²)

The applicant has proposed a three unit multifamily building with a maximum FAR of 278.7m² (3,000ft²) which is substantially less than the maximum allowed.

Affordable Housing

A healthy community has housing options with inventory available that accommodates citizens of all income groups. This can be termed the affordability ladder and Ucluelet currently has an excess inventory of larger more expensive lots. Both the current zoning and the proposed zoning represent a needed housing opportunity.

Commercial

The original 2004 vision of this developments commercial elements seems at odds with the neighborhood's single family dwelling focus and was likely a response to the high growth pressure of the time. To maintain commercial density in Ucluelet's commercial cores all commercial is encouraged through policy to develop within those designated areas. The exception would be commercial elements that advance and celebrate Ucluelet's identity such as locations with coastal/water views, unique forest locations or places of historical significance.

Neighbourhood Impact and Continuity

Although the zoning change represents a potentially significant increase in building size and density. Planning staff consider a build out to that density unlikely. The proposed three unit multifamily building is a reduction in what was envisioned in the original comprehensive development.

Amenity Contributions

In the original 2004 Comprehensive Development, the density bonusing framework was based on a 10% parkland dedication, amenity contribution, provided in the form of public recreational amenities, open space and green space.

1. A "tot" park worth approx. \$20,000.00;
2. A skateboard park and associated parking area worth approx. \$200,000.00;

- 3. The rebuilding and reconstruction of the Big Beach Trail from Bay Street to Marine Drive and dedication of a public right-of-way from Bay Street to Big Beach (Big Beach Trail) worth approx. \$25,000.00;
- 4. The construction 1,500 metres of Trail within District right-of-ways (1,500 metres at \$80/m) valued at \$120,000.00;
- 5. The donation of a 7,100 ft² lot to the District of Ucluelet for a daycare centre and the dedication of an additional 4.12 acres of parkland on DL 282. (\$50,589.00);
- 6. The construction of a basketball court worth approx. \$55,000.00;
- 7. A \$100,000.00 monetary contribution to the District of Ucluelet payable at the time of the completion of subdivision of DL 282 (2004);

All amenities from the original 2004 development have been provided, and continue to form an integral part of the community.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

Rezoning applications in general require significant Staff time to analyze and coordinate. The fees associated to rezoning attempt to recover those costs.

FINANCIAL IMPACTS:

There are no direct financial impacts.

POLICY OR LEGISLATIVE IMPACTS:

This proposal would amend Zoning Bylaw No. 1160, 2013.

Respectfully submitted:



John Towgood, Planning 1



Andrew Yeates, Chief Administrative Officer

06 June 2016

District of Ucluelet
200 Main Street
Ucluelet, BC
V0R 3A0

Mr. John Towgood -

RE: Rezoning Application for Lot 33 Rainforest Drive

The following letter outlines our request for the rezoning of Lot 33 on Rainforest Drive. The lot is owned by three parties: Dane and Gabriene Kaechele, Dennis and Necia Kaechele, and Blake Randall.

Lot 33 is currently vacant and zoned as Commercial/Residential, CD-3A.1.4. There is a cleared access drive and utilities are stubbed out for future connection. We are requesting the lot be rezoned to Medium Density Residential, R-2, for a proposed triplex development. The proposed development will have a footprint of approximately 3,000 square feet. We intend to connect the water, sanitary, and storm water to the existing service connections at the property line. We intend to complete the clearing and excavating of the property by the fall of 2016, and we hope to start building the summer of 2017.

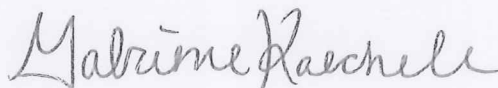
A minimum buffer of 20 ft will be maintained along the sides, and 25 ft along the front of the property. We intend to have each unit include garage parking with additional gravel parking available. The attached Rezoning Plan shows the proposed location of the triplex development, driveway, respected buffers, as well as the location for the garbage bin and recycling disposal.

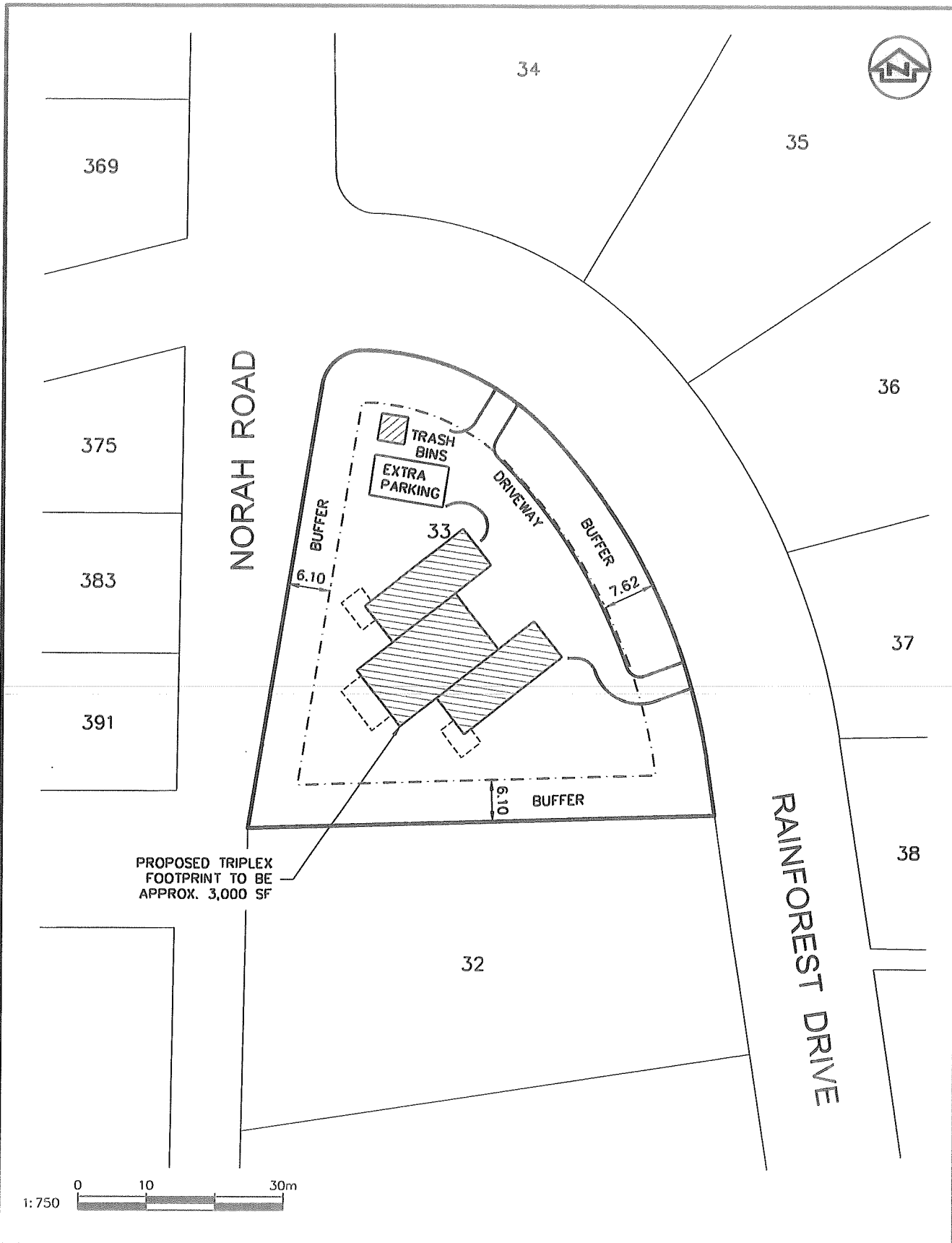
Rainforest Estates is a quiet residential neighborhood with walking paths that promote foot traffic. We feel a commercial development within Rainforest Estates would detract from the family-friendly feel of the neighborhood by increasing vehicle traffic in an area where kids and pets are at play. Currently, there is a lack of housing for the residents of Ucluelet. Our proposed triplex development will provide a housing option for the residents, as well as maintain the single-family feel of Rainforest Estates.

We believe the local residents would support the rezoning of Lot 33 from Commercial to Residential.

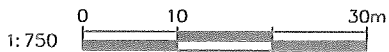
If you have any questions or require any additional information, please feel free to contact me.

Thank you,
Gabriene L. Kaechele
604-369-6042
gabrieneh@gmail.com





PROPOSED TRIPLEX
FOOTPRINT TO BE
APPROX. 3,000 SF



REZONING APPLICATION
LOT 33, DISTRICT LOT 282
CLAYOQUOT DISTRICT, PLAN VIP79602

SCALE:	AS SHOWN	DRAWN	DCB
DATE:	MAY 16, 2016	REVISION	A
DRAWING No :	SK-01		

DISTRICT OF UCLUELET**Bylaw No. 1203, 2016**

A bylaw to amend the "District of Ucluelet Zoning Bylaw No. 1160, 2013".

WHEREAS Section 479 and other parts of the *Local Government Act* authorize zoning and other development regulations;

AND WHEREAS the owner of Lot 33, District Lot 282, Clayoquot District, Plan VIP79602 (the "**Lands**"), generally as shown highlighted in black on the Schedule 'A' attached to and forming part of this bylaw, has applied to amend the District of Ucluelet Zoning Bylaw No. 1160, 2013 ("**Zoning Bylaw**") in order to remove the commercial and mixed commercial/ residential uses from the Lands and rezone the lands to R-2 Medium Density Residential.

NOW THEREFORE the Council of the District of Ucluelet, in open meeting assembled, enacts as follows:

1. Section CD-3A.1. 4 of the Zoning Bylaw is amended by deleting the Lot "33" reference for the Lands from the short legal descriptions along with consequential amendments, such that those subsections of the Zoning Bylaw read as follows:

"CD-3A.1.4 The following uses are permitted on Lot 19, all of Plan VIP79602, in the areas of the CD-3 Zone Plan labeled "Commercial/ Residential", but secondary permitted uses are only permitted in conjunction with a principal permitted use:

- (1) Principal:
 - (a) Office
 - (b) *Retail*
 - (c) *Personal Services*
 - (d) *Daycare Centre*
 - (e) *Commercial Entertainment*
 - (f) *Recreational Services*
 - (g) *Community Use*
- (2) Secondary:
 - (a) Mixed Commercial/Residential
 - (b) Mixed Commercial/Resort Condo"

2. Section CD-3A.3(4)(b) of the Zoning Bylaw is amended by deleting the 6 dwelling units assigned to the Lands as the "*Dwelling Unit* component of Mixed Commercial/Residential & Mixed Commercial/Resort Condo combined:" density, and replacing with a parenthetical annotation such that the subsection reads as follows:

"CD-3A.3 Density:
 CD-3A.3.1 Maximum Number:

(1) Single Family Dwelling:	1 per lot
(2) Duplex Dwelling:	1 per lot
(3) Multiple Family Residential:	20 dwelling units per lot

(4) *Dwelling Unit* component of Mixed Commercial/Residential & Mixed Commercial/Resort Condo combined:

- (a) 6 dwelling units on Lot 19, Plan VIP79602
- (b) *[Deleted by Zoning Amendment Bylaw No. 1188, 2016]*
- (c) *[Deleted by Zoning Amendment Bylaw No. 1203, 2016]*
- (d) *[Deleted by Zoning Amendment Bylaw No. 1180, 2015]*

3. Section CD-3A.4.1(1)(b) of the Zoning Bylaw is amended by deleting the maximum size (gross floor area) assigned to the Lands, and replacing with a parenthetical annotation such that the subsection reads as follows:

“CD-3A.4 Maximum Size (Gross Floor Area):

CD-3A.4.1 Principal Building:

(1) Mixed Commercial/Residential & Mixed Commercial/Resort Condo:

- (a) 557.4 m2 (6,000 ft2) gross floor area combined on Lot 19, Plan VIP79602;
- (b) *[Deleted by Zoning Amendment Bylaw No. 1188, 2016]*
- (c) *[Deleted by Zoning Amendment Bylaw No. 1203, 2016]*
- (d) *[Deleted by Zoning Amendment Bylaw No. 1180, 2015]*

4. The Zoning Map and the CD-3 Zone Plan of the Zoning Bylaw be updated accordingly.

5. This bylaw may be cited as “Zoning Amendment Bylaw No. 1203, 2016”.

READ A FIRST TIME this day of , 2016.

READ A SECOND TIME this day of , 2016.

PUBLIC HEARING this day of , 2016.

READ A THIRD TIME this day of , 2016.

ADOPTED this day of , 2016.

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Zoning Amendment Bylaw No. 1203, 2016.”

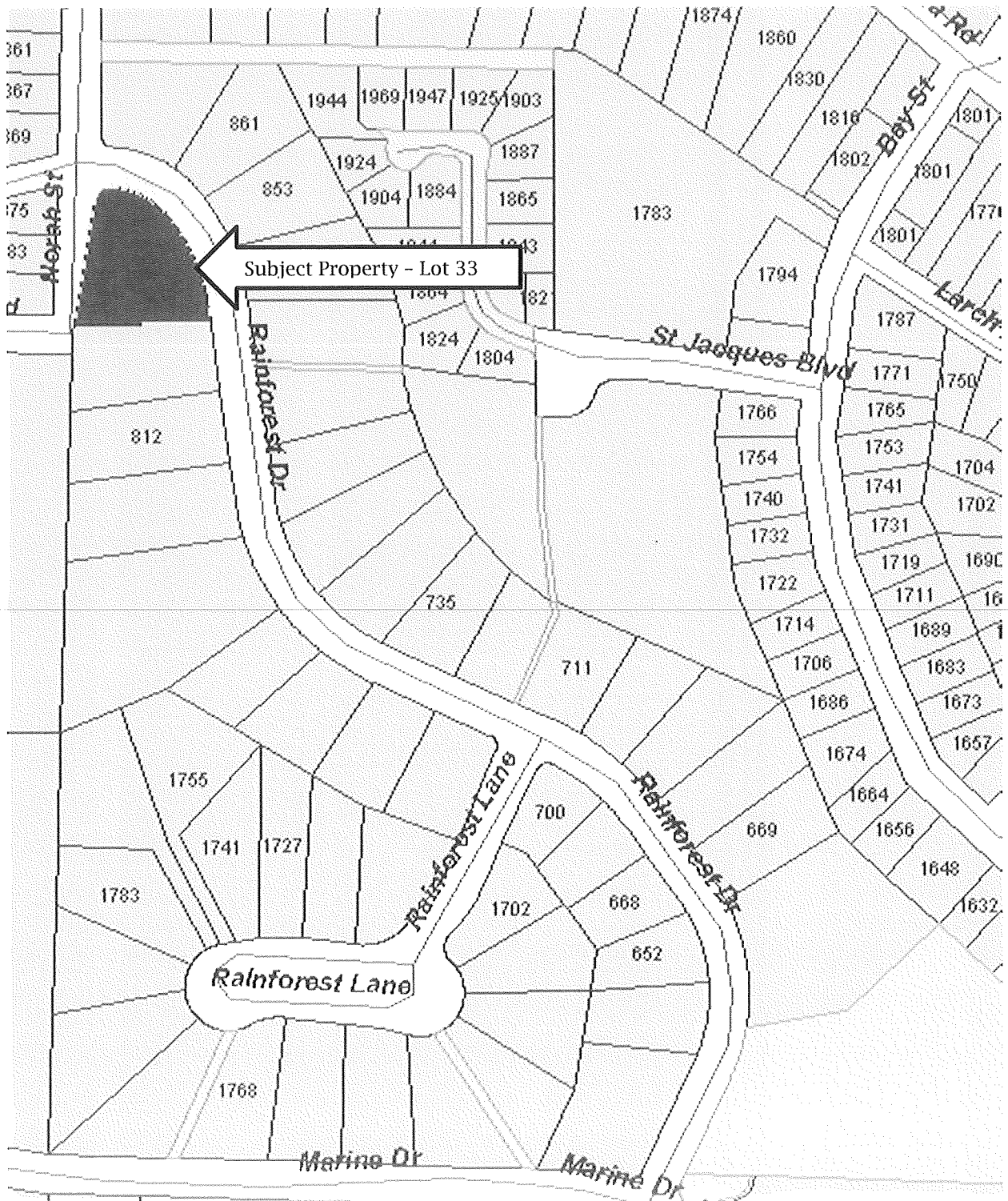
Mayor
Dianne St. Jacques

CAO
Andrew Yeates

THE CORPORATE SEAL of the District of Ucluelet was hereto affixed in the presence of:

CAO
Andrew Yeates

SCHEDULE "A"
Bylaw 1203, 2016





STAFF REPORT TO COUNCIL

Council Meeting: JULY 12, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: DAVID DOUGLAS, MANAGER OF FINANCE

FILE NO: 0550-20

SUBJECT: DISTRICT OF UCLUELET FEES AND CHARGES BYLAW, PROPOSED AMENDMENT BYLAW NO. 1204, 2016.

ATTACHMENT(S): PROPOSED AMENDED SCHEDULE "L".

RECOMMENDATION(S):

1. **THAT** Council gives three readings to proposed schedule "L" of District of Ucluelet Fees and Charges Amendment Bylaw, No. 1204, 2016 regarding water rates and fees

PURPOSE/DESIRED OUTCOME:

The purpose of this report is to present to Council consideration of an amendment bylaw increasing fixed water rates and charges for commercial customers.

BACKGROUND:

In November 2015, the District sent letters to commercial fixed rate customers requesting them to install water meters to their premises by March 31, 2016. Second letters were mailed out in January 2016 reminding customers of the requested deadline to install a water meter. A third letter was sent out in March informing fixed rate commercial users that the rates were doubling for the next trimester. In May, the trimester invoices were sent out doubling the commercial fixed rates. Still a number of our customers have not started the process of changing to water meters. Staff is requesting a further increase to the fixed rate water customers, to three times the original fixed rate, to motivate customers to actively pursue the installation of water meters. The last billing for fixed rate commercial customers was in May and the next billing is set for September. The intent is to have all commercial customers on metering by the next billing period.

Commercial water fees	Current fixed rate	September fixed rate
Hotels Motels	\$ 192	\$ 288
Restaurants, Cafes, Dining Room, Lounges, Beer Parlours, Pubs		
Up to 60 seats	\$ 656	\$ 984
Over 60 seats	\$ 784	\$ 1,176
Churches	\$ 192	\$ 288
Clubs	\$ 336	\$ 504

Retail Establishments, Banks, Offices & Others not classified herein	\$ 224	\$ 336
Garage & Service Stations	\$ 256	\$ 384
Laundromats	\$ 224	\$ 336

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

Once the bylaw amendment has been given its final reading, staff will send out a fourth letter to the remainder of the commercial customers not on meters.

FINANCIAL IMPACTS:

If all commercial customers are not on metering at that point, the District will see an increase in revenues.

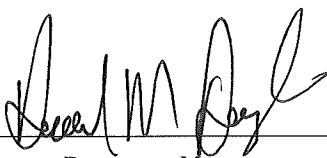
POLICY OR LEGISLATIVE IMPACTS:

None.

OPTIONS:

1. **THAT** Council gives three readings to proposed schedule “L” of District of Ucluelet Fees and Charges Amendment Bylaw, No. 1204, 2016 regarding water rates and fees.
2. **THAT** Council gives staff direction concerning water meter installations for commercial customers not on meters.

Respectfully submitted:



 DAVID DOUGLAS, MANAGER OF FINANCE



 Andrew Yeates, Chief Administrative Officer

District of Ucluelet Fees and Charges Bylaw No. 1186

Schedule 'L' Water

Fixed Water Rates	Trimester	Plus GST
Dwelling Unit, per unit (single family, duplex unit, apartment, suites, Guesthouses, etc.)	\$100.00	No
Mobile Home Park - per pad	\$100.00	No
Schools	\$100.00	No
plus, per classroom	\$100.00	No
Bed & Breakfast, Boarding, Lodging & Rooming Houses	\$100.00	No
plus, per room	\$50.00	No
Hotels & Motels	\$288.00	No
plus, per room for let	\$50.00	No
plus, pool charge	\$108.00	No
Restaurants, Cafes, Dining Room, Lounges, Beer Parlours, Pubs		
up to 60 seats	\$984.00	No
over 60 seats	\$1,176.00	No
Churches	\$288.00	No
Clubs	\$504.00	No
Home Occupations – Hairdressers, Salon/Spa/Beauty Services, Health Services, Daycares, Catering/Food and/or Food, Preparation Services, and other like classifications	\$100.00	No
Plus flat rate	\$32.00	No
Retail Establishments, Banks, Offices & Others not	\$336.00	No
Plus, per square foot gross area	\$0.0352	No
Garage & Service Stations	\$384.00	No
Laundromats	\$336.00	No
plus, per washing machine	\$32.00	No

Metered Water Rates	Minimum Monthly Rate ***	Water Volume Allotment	
Minimum for all meters	\$17.25	20 Cu. M.	No
When monthly allotment is exceeded, additional charges per cubic meter will be	\$0.85		No
Monthly rate for fire lines, per month (Plus water meter charges/day)	\$15.00		No
Rates for outside municipal boundaries, the above minimum monthly rates are multiplied by 1.4			

Fees for Use of District's Hydrant for Water Supply

Fee for the initial application for a permit to use a District hydrant	\$75.00		No
For further extension of the initial permit period	\$25.00		No
For Water usage from hydrant (Plus water meter charges/day)	\$10.00		No

District of Ucluelet Fees and Charges Bylaw No. 1186

Schedule 'L' Water cont'd

Turning Off and Turning On of Services	Fees	Plus GST
Permanent turn off (Disconnection) (at water main) (Actual cost including all costs of pavement and sidewalk cut & repairs)	100% of actual cost	No
Temporary turn off (Disconnection) (at property line) (Actual cost including all costs of pavement and sidewalk cut & repairs)	100% of actual cost	No
Temporary turn off / on		
- during regular District working hours	\$30.00 / \$30.00	No
- outside regular District working hours	\$75.00/ \$75.00	No

Testing of Water Meters

For 16mm and 19mm (3/4") meter	\$110.00	No
For 25mm (1") meter	\$110.00	No
For 38 (1 1/2") meter	\$110.00	No
For 50 mm (2") meter	\$410.00	No
For 75 mm (3") meter	\$600.00	No
For 100 mm (4") meter	\$600.00	No
For 150 mm (6") meter	\$600.00	No
For meters over 150mm (6")	\$600.00	No

Removal of Water Meter

For 19mm water meter	100% of actual cost	Yes
For meter larger than 19mm	100% of actual cost	Yes
Non-Emergency Service Call, after hours	\$200.00	No

Water Service Connections

The following fees shall be charged for all water service connections and shall be payable in advance and prior to connection:

Water tie-in

Installation of water line new connections 19mm (3/4") - 50mm (2") - plus cost of meter, pavement and sidewalk cut repairs	\$3,500.00	Yes
Over 50mm (2") - plus cost of meter, pavement and sidewalk cut repairs	\$4,000.00	Yes

DISTRICT OF UCLUELET**Bylaw No. 1204, 2016**

A bylaw to amend District of Ucluelet Fees and Charges Bylaw No. 1186, 2016

The Council of the District of Ucluelet enacts as follows;

Short Title

1. This bylaw may be known and cited for all purposes as the “District of Ucluelet Fees and Charges Amendment Bylaw No. 1204, 2016”.

Application

2. This bylaw amends the indicated provisions of District of Ucluelet Fees and Charges Bylaw No. 1186, 2016.

Enactment

3. Where there is a discrepancy between this Bylaw and any or all amendment bylaws enacted prior to this bylaw and affecting the District of Ucluelet Fees and Charges Bylaw No. 1186, 2016, then this Bylaw shall be deemed to supersede the prior bylaw(s) in the matter of the discrepancy.
4. This Bylaw shall come into full force and effect on the final adoption thereof.

Amendments

5. District of Ucluelet Fees and Charges Bylaw No. 1186, 2016 is hereby amended as follows:
 - a. Deleting Schedule “L” in its entirety,
and
 - b. Inserting the amended Schedule “L” attached hereto and forming part of this Bylaw.

Severability

6. If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by a decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.

READ A FIRST TIME this ___ day of _____, 2016.

READ A SECOND TIME this ___ day of _____, 2016.

READ A THIRD TIME this ___ day of _____, 2016.

ADOPTED this ___ day of _____, 2016.

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Fees and Charges Bylaw No. 1204, 2016.”

Mayor
Dianne St. Jacques

CAO
Andrew Yeates

THE CORPORATE SEAL of the District of Ucluelet was hereto affixed in the presence of:

CAO
Andrew Yeates

District of Ucluelet Fees and Charges Bylaw No. 1186

Schedule 'L' Water

Fixed Water Rates	Trimester	Plus GST
Dwelling Unit, per unit (single family, duplex unit, apartment, suites, Guesthouses, etc.)	\$100.00	No
Mobile Home Park - per pad	\$100.00	No
Schools	\$100.00	No
plus, per classroom	\$100.00	No
Bed & Breakfast, Boarding, Lodging & Rooming Houses	\$100.00	No
plus, per room	\$50.00	No
Hotels & Motels	\$288.00	No
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Retail Establishments, Banks, Offices & Others not	\$336.00	No
Plus, per square foot gross area	\$0.0352	No
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Laundromats	\$336.00	No
plus, per washing machine	\$32.00	No

Metered Water Rates	Minimum Monthly Rate ***	Water Volume Allotment	
Minimum for all meters	\$17.25	20 Cu. M.	No
When monthly allotment is exceeded, additional charges per cubic meter will be	\$0.85		No
Monthly rate for fire lines, per month (Plus water meter charges/day)	\$15.00		No
Rates for outside municipal boundaries, the above minimum monthly rates are multiplied by 1.4			

Fees for Use of District's Hydrant for Water Supply

Fee for the initial application for a permit to use a District hydrant	\$75.00		No
For further extension of the initial permit period	\$25.00		No
For Water usage from hydrant (Plus water meter charges/day)	\$10.00		No

District of Ucluelet Fees and Charges Bylaw No. 1186

Schedule 'L' Water cont'd

Turning Off and Turning On of Services	Fees	Plus GST
Permanent turn off (Disconnection) (at water main) (Actual cost including all costs of pavement and sidewalk cut & repairs)	100% of actual cost	No
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Testing of Water Meters

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The following fees shall be charged for all water service connections and shall be payable in advance and prior to connection:

Water tie-in

Installation of water line new connections 19mm (3/4") - 50mm (2") - plus cost of meter, pavement and sidewalk cut repairs	\$3,500.00	Yes
Over 50mm (2") - plus cost of meter, pavement and sidewalk cut repairs	\$4,000.00	Yes



STAFF REPORT TO COUNCIL

Council Meeting: July 12, 2016

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FILE NO: 3360-20

FOLIO: 000.025

REF: RZ16-05

SUBJECT: PROPOSAL TO AMEND ZONING BYLAW NO. 1160, 2013 BY CHANGING THE ZONE DESIGNATION OF A WATER LOT WITH THE LEGAL DESCRIPTION OF DISTRICT LOT 2099 CLAYOQUOT DISTRICT, 19T.729, N51DEGREES 27' 05" E, FROM M-5 ZONE – MARINE RECREATION AND PROTECTION TO M-3 ZONE – MARINE COMMERCIAL.

ATTACHMENT(S): APPENDIX A - REZONING APPLICATION SUBMISSION

RECOMMENDATION(S):

THAT Council considers approval of one of the following options:

1. **THAT** Zoning Amendment Bylaw No. 1201, 2016 be given Third Reading.

OR

2. **THAT** the rezoning application associated with Zoning Amendment Bylaw No. 1201, 2016 be considered and determined not to proceed further.

SUMMARY:

The Ucluelet harbour has potential to maintain and promote what makes Ucluelet a great place – a place that services the fishing and sport fishing industries, the tourist industry and supports daily recreational enjoyment by many within the community. The use of the harbour as an asset for economic prosperity also needs to be directly weighed against the livability of the surrounding residential neighbourhood. Planning staff consider this proposal both appropriate for the area and modest in impact.

Respectfully submitted:

John Towgood, Planner 1

DISTRICT OF UCLUELET

Bylaw No. 1201, 2016

A bylaw to amend the "District of Ucluelet Zoning Bylaw No. 1160, 2013".

WHEREAS Section 479 and other parts of the *Local Government Act* authorize zoning and other development regulations;

AND WHEREAS the Lease holder of District Lot 2099, Clayoquot District, 19T.729, N51degrees 27' 05" E (the "Lands"), generally as shown highlighted in black on the Schedule 'A' attached to and forming part of this bylaw, has applied to amend the District of Ucluelet Zoning Bylaw No. 1160, 2013 ("Zoning Bylaw") in order to remove the M-5 Zone-Marine Recreation and Protection from the Lands and rezone the lands to M-3 Zone-Marine Commercial;

NOW THEREFORE the Council of the District of Ucluelet, in open meeting assembled, enacts as follows;

1. THAT Zoning Bylaw 1160, 2013 be amended by removing the M-5 Zone-Marine Recreation and Protection from the Lands and rezone the lands to M-3 Zone-Marine Commercial;
2. That the Zoning Map of Zoning Bylaw No. 1160, 2013 be updated accordingly.
3. This bylaw may be cited as "Zoning Amendment Bylaw No. 1201, 2016".

READ A FIRST TIME this 14th day of June, 2016.

READ A SECOND TIME 14th day of June, 2016.

PUBLIC HEARING held this ** day of ****, 2016.

READ A THIRD TIME this ** day of ****, 2016.

ADOPTED this ** day of ****, 2016.

CERTIFIED A TRUE AND CORRECT COPY of "District of Ucluelet Zoning Amendment Bylaw No. 1201, 2016."

Mayor
Dianne St. Jacques

CAO
Andrew Yeates

THE CORPORATE SEAL of the District of Ucluelet was hereto affixed in the presence of:

CAO
Andrew Yeates

SCHEDULE "A"
Bylaw 1201, 2016

