



REGULAR MEETING OF COUNCIL
Tuesday, September 21, 2021 @ 3:30 PM
George Fraser Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet

AGENDA

Page

1. CALL TO ORDER

2. ACKNOWLEDGEMENT OF THE YUULU?I?ATH

Council would like to acknowledge the Yuulu?i?ath, on whose traditional territories the District of Ucluelet operates.

3. NOTICE OF VIDEO RECORDING

Audience members and delegates are advised that this proceeding is being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.

4. LATE ITEMS

5. APPROVAL OF AGENDA

6. UNFINISHED BUSINESS

7. MAYOR'S ANNOUNCEMENTS

8. PUBLIC INPUT & DELEGATIONS

8.1 Public Input

- Via Zoom
- Via telephone
- Via email to communityinput@ucluelet.ca

8.2 Delegations

- Dr. Carrie Marshall and Faye Missar, Coastal Family Resource Coalition
Re: Harm Reduction
[Helping Municipal Governments Reduce Alcohol Related Harms](#)
5 - 28
- Sergeant Kevin Smith, RCMP
Re: RCMP Update
- Alys Hoyland, Youth Programming and Beach Clean Coordinator, Surfrider Pacific Rim
Re: Cut the Cutlery: Amending the Single-Use Plastic Regulation Bylaw
[Surfrider Pacific Rim - Delegation Request](#)
[Surfrider Pacific Rim - Cut the Cutlery](#)
29 - 50

[Surfrider Pacific Rim - Single Use Plastic Regulation Bylaws
Compliance Report](#)

9.	CORRESPONDENCE	
9.1	Correspondence Related to Ucluelet Fireworks Bylaw <i>Stephanie Prewitt</i> <u>2021-09-02 Prewitt</u>	51 - 56
9.2	Municipal Proclamation Request - Waste Reduction Week 2021 <i>Jessie Christophersen, Information and Member Services Coordinator, Recycling Council of British Columbia</i> <u>2021-08-20 Waste Reduction Week 2021</u>	57 - 58
9.3	Virtual Conference ~ Living in the 21st Century: A Seniors' Strategy <i>Sheila Pither, President, Council of Senior Citizens' Organizations of BC</i> <u>2021-08 COSCO 2021 Conference Invitation</u> <u>COSCO Conference Preliminary Program</u>	59 - 64
9.4	Rebuild the Village of Lytton <i>Andrew Hory, Chair and Area B Director, Sandra Daniels, Area A Director, James Furney, Area C Director, Rod Sherrell Area D Director, Regional District of Mount Waddington</i> <u>2021-09-14 Rebuilding Village of Lytton</u>	65 - 66
10.	INFORMATION ITEMS	
10.1	Investing in Canada Infrastructure Program (ICIP) – Rural and Northern Communities Program (RNC) - Project # IR0258 - Sanitary Sewer Collection System Expansion, Seaplane Base Road Area <i>Brian Bedford, Executive Director, Local Government Infrastructure and Finance, Ministry of Municipal Affairs</i> <u>2021-09-01 District of Ucluelet RNC Unfunded Letter</u>	67
10.2	Letter from the Honourable Mitzi Dean, Minister of Children and Family Development <i>Mitzi Dean, Minister of Children and Family Development, Ministry of Children and Family Development</i> <u>2021-09-10 Letter from the Minister of Children and Family Development</u>	69 - 70
10.3	E-mail from the Honourable Katrina Chen, Minister of State for Child Care <i>Katrina Chen, Minister of State for Child Care, Ministry of Children and Family Development</i> <u>2021-09-13 E-mail from the Honourable Katrina Chen, Minister of State for Child Care</u>	71 - 72
11.	COUNCIL COMMITTEE REPORTS	
11.1	Councillor Marilyn McEwen <i>Deputy Mayor January - March 2021</i>	
11.2	Councillor Lara Kemps <i>Deputy Mayor April - June 2021</i>	
11.3	Councillor Jennifer Hoar <i>Deputy Mayor July - September 2021</i>	
11.4	Councillor Rachelle Cole <i>Deputy Mayor October - December 2021</i>	73 - 74

[ACRD Around our Region Newsletter - August 2021](#)

11.5 Mayor Mayco Noël

12. REPORTS

- 12.1 Project Update - 2021 West Coast Housing Need Assessment 75 - 92
Bruce Greig, Director of Community Planning
[R - West Coast Housing Need Assessment](#)
- 12.2 Ucluelet Housing - 2021 Update 93 - 103
Bruce Greig, Director of Community Planning
[R - 2021 Ucluelet Housing](#)
- 12.3 Five Year Financial Plan Meeting Schedule (2022-2026) 105 - 106
Donna Monteith, Chief Financial Officer
[R - Five Year Financial Plan Meeting Schedule](#)
- 12.4 District of Ucluelet Water Treatment System Upgrade Project 107 - 111
Joseph Rotenberg, Manager of Corporate Services
[R - Water Treatment Project](#)
- 12.5 District of Ucluelet Signing Authority 113
Joseph Rotenberg, Manager of Corporate Services
[R - CAO Signing Authority](#)
- 12.6 Regular Council Meeting Schedule Change 115
Joseph Rotenberg, Manager of Corporate Services
[R - Regular Council Meeting Schedule Amendment](#)
- 12.7 Resolution Tracking - August 2021 117 - 122
Joseph Rotenberg, Manager of Corporate Services
[R - Resolution Tracking](#)
- 12.8 Cheque Listing - August 2021 123 - 130
Paula Mason, Administration Clerk
[R - Cheque Listing](#)

13. LEGISLATION

- 13.1 District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - 3rd Reading 131 - 139
Bruce Greig, Director of Community Planning
[L - Bylaw 1284](#)
- 13.2 District of Ucluelet Harbour Amendment Bylaw No. 1296, 2021 141 - 147
Abigail K. Fortune, Director of Parks and Recreation
[L - Bylaw 1296](#)

14. NOTICE OF MOTION

15. OTHER BUSINESS

16. QUESTION PERIOD

- 16.1
- Via Zoom
 - Via telephone
 - Via email to communityinput@ucluelet.ca

17. CLOSED SESSION

17.1 Procedural Motion to Move In-Camera

THAT the meeting be closed to the public in order to address agenda items under Section 90(1)(c) of the Community Charter related to labour relations or other employee relations.

18. RETURN FROM CLOSED SESSION

19. ADJOURNMENT

Limiting Alcohol Availability

Restricting consumer access to alcohol is one of the most effective means of reducing harms associated with heavy drinking. Municipal governments can do this (and thus enhance public health in their jurisdictions) in three ways.

1. Limit alcohol outlet density

Higher outlet density means higher rates of alcohol consumption and increased rates of violence and other harms.

Municipal governments can

- ☑ Strengthen local zoning regulations to supplement provincial government limits in order to
 - avoid clustering of outlets and avert intense competition among them
 - reduce or avoid congestion in and around outlets and lower the likelihood of altercations
- ☑ Evaluate every licence application and contest those that could adversely impact a neighbourhood
 - review the Liquor Control and Licensing Branch (LCLB) document, *Role of Local Government and First Nations in the Provincial Liquor Licensing Process*
 - provide resolutions to the LCLB regarding specific issues and concerns around particular applications
- ☑ Promote health by ensuring the community offers alternatives in entertainment, recreation and socializing
 - assess local areas for amount and quality of venues that provide non-drinking forms of leisure activity

Some questions to consider

- ? Do our present zoning laws differentiate between types of liquor operations (e.g., retail stores, liquor-primary, food-primary)?
- ? Do we require applicants to submit a plan addressing business strategy, security provisions, noise management?
- ? Do our present regulations adequately limit the size of premises and numbers of patrons?
- ? How will the proximity of licensed stores or on-premise establishments bear on a particular area or neighbourhood? Has an impact study been conducted in regard to a new application?

Research shows that higher outlet density makes for elevated rates of excessive alcohol consumption and increased levels of violence and other harms. Particularly with the bunching of on-premise establishments – sometimes compounded by price wars among competitive business owners – the result can readily be that of more people causing or falling victim to accidents, fights, vandalism, etc. (Livingston et al., 2007; Campbell et al., 2009; Popova et al., 2009).

In BC, the Liquor Control and Licensing Branch (LCLB) enforces regulations aimed at limiting off-premise outlet clustering. For example, the minimum distance requirement between licensed private retail stores is 0.5 km (or 10 km for rural agency stores). A moratorium on new private stores was imposed in 2006 (following their rapid proliferation after being allowed in 2002). When it comes to on-premise outlets, the LCLB regulates the service industry through the issuing of two kinds of licences: liquor-primary licences (for bars, pubs and nightclubs) and food-primary licences (for cafes and restaurants).

Some local governments in BC have strict zoning requirements that limit the concentration of liquor stores and other types of alcohol outlets. In many cases, local government zoning regulations are probably more important influences on outlet density than provincial restrictions, especially for bars and restaurants that serve alcohol.

Source: Perry Kendall, *Report from the Provincial Health Officer*, 2008.

2. Confine hours of service

Extended late-night hours encourage heavier alcohol use and result in increased violence and harm in and around alcohol-serving establishments.

Municipal governments can

- ☑ Maintain or reinstate a 2 a.m. closure for on-premise licensed establishments
 - review current regulations regarding hours of operation and take steps to implement desired changes using provisions made through the LCLB
- ☑ Consider requirement of earlier closure (e.g., 12 a.m.) on Sunday through Thursday
 - conduct a needs assessment that includes consultation with stakeholders
 - follow the appropriate process to make earlier closing official (if it is desirable)
- ☑ Take into account neighbourhood features and factors
 - create a checklist of factors to evaluate neighbourhoods when judging feasibility of hours of operation
- ☑ Seek voluntary agreement on rotating staggered hours of closure
 - talk with liquor-primary operators collectively about the advantages, obstacles and implementation of rotating staggered closing times so that not all are open late every night

Some questions to consider

- ? Do the economic and social benefits of later business hours outweigh the potential harm to patrons, neighbourhood residents, and the community at large?
- ? Would expansion of hours answer legitimate needs (e.g., limited opportunity to frequent an establishment owing to work schedule) so much as it would be conducive to unhealthy lifestyles and problems (e.g., personal, relational, professional) associated with those patterns?
- ? Are hours of business for a given applicant or already-approved establishment really appropriate to the immediate surroundings of that facility?
- ? Are food-primary establishments accorded extended night hours going to continue to function as food-primary? Or will they become illegitimate liquor-primary operations during those hours?

A number of strong studies link extended late-night hours with heavier alcohol use and, consequently, increased violence and harm in and around alcohol-serving establishments (Stockwell & Chikritzhs, 2009; Popova et al., 2009). Not only do patrons themselves and neighbourhood residents suffer as a result of the increase in excessive drinking, but extra burden is put on law enforcement, transportation services and primary healthcare resources (Hahn et al., 2010; Middleton et al., 2010).

In 2002, the Liquor Control and Licensing Act was amended to permit establishments to stay open until 4 a.m., subject to local government input and LCLB approval. In response, some localities approved late hours for alcohol-serving outlets. However, after experiencing an increase in alcohol-related problems, some municipalities requested that the LCLB roll back business hours. In 2007, provincial policy changed to allow for a roll-back, provided the local government has (i) asked the LCLB general manager for closure no earlier than 2 a.m., (ii) passed a valid bylaw requiring licensees to close at an earlier time, and (iii) provided affected licensees with an opportunity to make submissions in the bylaw approval process. As a result, some BC municipalities have passed such bylaws, and the LCLB has amended the licences accordingly (Kendall, 2008).

3. Limit alcohol-allowed public events

Questioning the need for alcohol service at certain events can help prevent alcohol-related incidents and increase public safety.

Municipal governments can

- Develop a civic alcohol policy
 - review past local experience of (and effectiveness in) managing alcohol-permitted events
 - examine provincial regulations pertaining to special occasion licences (public and private) and management policies produced by other municipalities
 - collect adequate expression of collective and individual community stakeholder opinion around allowance or not of drinking in connection with municipally-run facilities and events
 - craft a municipal alcohol policy that draws on the MAP model developed in Ontario
 - lay out a strategy for implementation, enforcement and refinement of the policy
 - be consistent in applying the values incorporated in the policy to particular applications

In Brock, Ontario, limits have been placed on public events that can serve alcohol. "Family day events" and "all youth events where the primary audience is underage persons and all minor sports events, including banquets" must be kept alcohol free.
Source: *Township of Brock Municipal Alcohol Policy*, 2006.

Some questions to consider

- ? Would drinking be unadvisable or obviously out of place in view of the anticipated attendees at an event (e.g., an event which focuses on family, or on children in particular)?
- ? Would drinking at a given event require more resources to manage it than event hosts can provide?
- ? Would permission to drink add significantly to the ambience of an event or jeopardize its overall appeal?
- ? Is drinking widely misperceived by local residents as a necessary, indispensable ingredient to success for a community event? Or is it largely recognized as a non-essential option which may add positive entertainment value for some? Which perspective will its inclusion reinforce?

While provincial bodies are responsible for issuing special occasion licences, regulations stipulate that local government and police approval is also required for all public special events.

Steps to Success

How is Our Community Doing?

- We have implemented a reasonable restriction on density of local alcohol outlets
- We regularly enforce general requirements for businesses in areas such as zoning, parking, noise bylaws, building permits and bylaws, business licensing, health and food safety, fire safety
- We have specific criteria for approval of new or amended applications for liquor licences that consider location, proximity to other public facilities, person capacity and hours of liquor service, traffic, noise, parking, population density and trends, relevant social-economic considerations, and impact on community
- We gather views of local residents and businesses in a fair and equitable manner, ensuring that accurate and adequate information is available to all stakeholders, and we make decisions in a transparent way
- We file resolutions reflecting the outcome of our community review with the LCLB general manager concerning every application in our community
- We consider provincial regulations, demand on services and neighbourhood needs when considering hours of business with an eye to cutting down on rather than increasing consumption-related harms
- We have developed a policy with specific criteria related to appropriateness and management capacity that must be met before approval for alcohol service can be given for a particular event

Resource links:

Liquor Control and Licensing Branch (LCLB). Available at: www.hsd.gov.bc.ca/lclb/branch/index.htm

What everyone should know about BC's liquor laws. Available at: www.hsd.gov.bc.ca/lclb/LLinBC/basics.htm

Role of Local Government and First Nations in the Provincial Liquor Licensing Process. Available at: www.hsd.gov.bc.ca/lclb/docs-forms/PSSG-LocalGovt-Fst-Nation.pdf

Municipal Alcohol Policy Guide. Order form available at: <http://orfa.com/orfaoldweb/MAP/MAP%20Guide.pdf>

Reference material:

Babor, T., Caetano, R., Casswell, S., Edwards, G., Giesbrecht, N., Graham, K. et al. (2010). *Alcohol: No ordinary commodity. Research and public policy* (2nd ed.) (pp.127-146). New York: Oxford.

Campbell, C. A., Hahn, R.A., Elder, R., Brewer, R., Chattopadhyay, S., Fielding, J. et al. (2009). The effectiveness of limiting alcohol outlet density as a means of reducing excessive alcohol consumption and alcohol-related harms. *American Journal of Preventive Medicine*, 37(6), 556-569.

Hahn, R.A., Kuzara, J.L., Elder, R., Brewer, R., Chattopadhyay, S., Fielding, J. et al. (2010). Effectiveness of policies restricting hours of alcohol sales in preventing excessive alcohol consumption and related harms. *American Journal of Preventive Medicine*, 39(6), 590-604.

Kendall, P.R.W. (2008). *Public health approach to alcohol policy: An updated report from the Provincial Health Officer*. Government of British Columbia, Ministry of Healthy Living and Sport. Available at: www.health.gov.bc.ca/library/publications/year/2008/alcoholpolicyreview.pdf

Livingston, M., Chikritzhs, T. & Room, R. (2007). Harm Reduction Digest 38: Changing the density of alcohol outlets to reduce alcohol-related problems. *Drug and Alcohol Review*, 26(5), 557-566.

Middleton, J.C., Hahn, R.A., Kuzara, J.L., Elder, R., Brewer, R., Chattopadhyay, S. et al. (2010). Effectiveness of policies maintaining or restricting days of alcohol sales on excessive alcohol consumption and related harms. *American Journal of Preventive Medicine*, 39(6), 575-589.

Popova, S., Giesbrecht, N., Bekmuradov, D. & Patra, J. (2009). Hours and days of sale and density of alcohol outlets: Impacts of alcohol consumption and damage: a systematic review. *Alcohol and Alcoholism*, 44(5), 500-516.

Stockwell, T. & Chikritzhs, T. (2009). Do relaxed trading hours for bars and clubs mean more relaxed drinking? A review of international research on the impact of changes to permitted hours of drinking. *Crime Prevention and Community Safety*, 11(3), 153-170.

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Ensuring Safer Drinking Environments

Some of the key factors in addressing alcohol-related harm involve “context” or the conditions in which alcohol is being consumed (i.e., where, when, how and why alcohol is being served). In two important ways, municipal governments can help improve the safety conditions of public drinking environments.

1. Regulate public special-occasion events

Without careful management of public festivities that include drinking, these celebrations can lead to various harms associated with excessive consumption. Provincial regulations should be augmented by local initiatives in an effort to better protect people in attendance from getting sick, having an accident, experiencing violence or causing trouble for others.

Municipal governments can

- ☑ Get familiar with BC regulations pertaining to special occasion licences (public and private)
 - learn the rules regarding liquor distribution
 - understand the *Serving It Right* program
- ☑ Craft a special events policy regarding alcohol
 - list community venues and events where alcohol can (or cannot) be served
 - outline management practices that must be followed prior to and during an event
 - specify prevention strategies to be employed in conjunction with an alcohol-serving event
 - describe enforcement procedures and penalties for non-compliance
 - provide details regarding signage required to accent safety measures
- ☑ Develop a plan for strengthening community support for the local policy and for evaluating its ongoing effectiveness
- ☑ Ensure hosts of special occasions are aware of their policy and licensing obligations
 - develop and distribute a policy handbook
- ☑ Improve quality control at alcohol-serving events
 - require that an authorized municipal representative be present at a special event to monitor compliance, administer enforcement and report results

Penticton learned a lot from Wakefest 2007, where event-goers went on a free-for-all at local nightclubs, leading to 150 people being arrested and more than 200 people receiving liquor-related tickets. Penticton's municipal government made a series of in-depth changes to their alcohol policy in preparation for hosting Wakefest in 2008. These changes included putting \$50,000 toward additional policing during the event, scheduling the event at the end of June instead of during busy summer months, and shutting down festivities at 7:00 pm each day instead of at 10:00 pm.

Source: *Vancouver Province*. March 13, 2008.

Some questions to consider

- ? Has the event host fulfilled all commitments for necessary arrangements beforehand?
- ? Are any additional precautionary measures appropriate for a given event?
- ? Is there enough event management staff to preside over all alcohol-related proceedings? Are they adequately prepared to deal with alcohol-related issues?
- ? Are stipulated harm prevention strategies in place?

The most rigorous model for implementing special events regulations can be found in the Municipal Alcohol Policy (MAP) program developed in Ontario. A guide has been drawn up to facilitate its adoption by communities. It can be ordered from ORFA (Ontario Recreational Facilities Association), a partner with CAMH (Centre for Addiction and Mental Health) in constructing and publishing that tool. The most recent report from BC's Provincial Health Officer recommends that the MAP thrust be considered for application in BC (Kendall, 2008, pp. 39, 47).

2. Improve on-premise venues

The risk of harm to patrons increases in alcohol-serving establishments that lack safety regulations and feature few prevention measures. Reducing harm, therefore, may require improving the conditions of alcohol-serving outlets such as bars, pubs, nightclubs and restaurants.

Municipal governments can

- Make sure design standards are rigorous enough to reduce the likelihood of alcohol-related harm
 - interiors are well-lit, well-ventilated, with clear accessible pathways and exits to avoid congestion
 - washrooms are adequately sized and clean
 - comfortable seating arranged on multiple levels to facilitate monitoring by staff and customers
 - tempered glassware
 - exteriors have ample lighting, security cameras, and clean clear sidewalk space that provides enough room for relaxed line-ups
- Collaborate with alcohol-serving establishments
 - develop mutual agreements on a common code of practice and a commitment to shared public safety strategies among outlets
 - encourage outlets to provide high quality entertainment, suitable food options, alternative beverages (low-strength beer, soft drinks and water) at lower cost, free non-alcoholic drinks for designated drivers, and safe-ride assistance
 - encourage and support on-premise establishments in implementing the *Safer Bars* program, which can help staff diffuse volatile situations and avert violence
 - seek agreement on how increased visible police presence might help to enhance security at certain time slots or in special situations
- Collaborate with provincial inspectors and local police
 - develop a plan to help inspectors and local police ensure that service standards and other requirements (e.g., not allowing overcrowding) are met in an ongoing manner
 - consider using police-sanctioned “pseudo-patrons” to check adherence to prohibitions concerning minors

- work together with police, emergency personnel and LCLB inspectors to establish joint action in collection, sharing and follow-up of information regarding place of “last drink” when addressing alcohol-related risks and damages (e.g., driving while impaired or violent incidents)

Some questions to consider

- ? What has our municipality done to encourage licensed establishments to mutually assume greater responsibility for providing safer drinking environments?
- ? How has our municipality shown leadership in working with other stakeholders (e.g., police, health, LCLB) to respond to alcohol-related episodes in the community?

A substantial measure to lower the likelihood of harm in alcohol-serving outlets is the provincial imposition of the responsible beverage service program *Serving it Right*. The primary focus of the program is to discourage sales and service to minors, and to those either approaching or already at a stage of intoxication. It also aims to guide staff further in fulfilling duty of care to impaired patrons. Besides a training component for staff, the program provides direction for management, since managerial support is crucial for continuing staff compliance with service standards. Even more decisive is external monitoring and enforcement (Stockwell, 2010; Babor et al., 2010).

The LCLB administers the program through the agency of *go2* (the human resources association for BC tourism) and conducts regular inspections of existing licensed premises, with a published process for dealing with alleged contraventions (of service and other obligations) and exercising enforcement penalties. This arrangement allows local police and municipal governments to register concerns about non-compliance with regional inspectors and be part of a meeting speaking to that complaint (if one is held at a stage before a more formal enforcement hearing).

Grande Prairie's Safe City Nights Program is based on the idea that increasing police presence on certain occasions saves money and lives in the long run. A pilot program in 2004, Safe City Nights was so successful that it is now a permanent tool used to reduce inappropriate behaviours in and around Grande Prairie's late-night bars and night clubs.

Source: City of Grande Prairie. 2005 *State of the City Address*.

Steps to Success

How is Our Community Doing?

- We have a well-designed special events policy that is adhered to for all events at which alcohol is served
- Our design standards for facilities serving alcohol incorporate all features recognized as generally conducive to a safer drinking experience
- We do regular enforcement checks to monitor compliance with service standards
- Service staff regularly participate in on-premise violence prevention training
- We have developed voluntary agreements among licensees to publicly commit to specific measures that contribute to a safer experience in their premises
- A partnership of relevant public services exists, with the goal of working together to prevent and respond to incidents of harm arising from drinking in licensed establishments

Resource links:

Liquor Control and Licensing Branch (LCLB). Available at: www.hsd.gov.bc.ca/lclb/branch/index.htm

What everyone should know about BC's liquor laws. Available at: www.hsd.gov.bc.ca/lclb/LLinBC/basics.htm

Role of Local Government and First Nations in the Provincial Liquor Licensing Process. Available at: www.hsd.gov.bc.ca/lclb/docs-forms/PSSG-LocalGovt-Fst-Nation.pdf

Special occasion licence. Information available at: www.hsd.gov.bc.ca/lclb/apply/special/index.htm

Municipal Alcohol Policy Guide. Order form available at: <http://orfa.com/orfaoldweb/MAP/MAP%20Guide.pdf>

Serving it Right. Information available at: www.hsd.gov.bc.ca/lclb/LLinBC/serving_it_right.htm. Program site: www.servingitright.com

Safer Bars. Information available at: www.camh.net/Publications/CAMH_Publications/safer_bars_program.html

Reference material:

Babor, T., Caetano, R., Casswell, S., Edwards, G., Giesbrecht, N., Graham, K. et al. (2010). *Alcohol: No ordinary commodity. Research and public policy* (2nd ed.) (pp. 147-163). New York: Oxford.

BC Partners for Mental Health and Addictions Information (2009). *Tips for a Safe Night Out*. Available at: www.heretohelp.bc.ca/sites/default/files/images/safenightout.pdf

Graham, K. & Homel, R. (2008). *Raising the Bar: Preventing Aggression in and Around Bars, Pubs and Clubs* (pp. 197-205). UK: Willan Publishing.

Graham, K., Osgood, D.W., Zibrowski, E., Purcell, J., Gliksman, L., Leonard, K. et al. (2004). The effect of the Safer Bars program on physical aggression in bars: Results of a randomized control trial. *Drug and Alcohol Review*, 23(1), 31-41.

Kendall, P.R.W. (2008). *Public health approach to alcohol policy: An updated report from the Provincial Health Officer*. Government of British Columbia, Ministry of Healthy Living and Sport. Available at: www.health.gov.bc.ca/library/publications/year/2008/alcoholpolicyreview.pdf

Stockwell, T. (2010). *Operator and regulatory best practices in the reduction of violence in and around licensed premises: A review of Australian and Canadian research*. Centre for Addictions Research of BC, University of Victoria. Available at: www.carbc.ca/Portals/0/PropertyAgent/2111/Files/29/Alcohol&Violence1004.pdf

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Reducing Drinking and Driving

While strong, broad policy stances at the federal and provincial levels are most critical for lowering drinking and driving rates, local governments can play an important two-fold role in strengthening community protection and fostering collective responsibility to further reduce harm.

1. Enhance enforcement

Civic officials can make a significant contribution to the success of legislative attempts to restrain people from driving while affected by alcohol.

Municipal governments can

- ☑ Set priorities in resource allotment for enforcement activities
 - increase patrols for impaired driving
 - increase the number and frequency of sobriety checkpoints
- ☑ Ensure the public is clear about what can and will happen if they drink and drive
 - communicate the strong possibility of being apprehended, the severity of penalties, and the swiftness with which penalties are applied
- ☑ Limit alcohol availability and improve safety of drinking environments (see resources 1 & 2 for more details)

Some questions to consider

- ? What message does the public get about how seriously countermeasures for drinking and driving are taken by community leaders?
- ? What message does area law enforcement get from City Hall about the level of support for their role in applying regulations that help to protect citizens from serious or fatal injury?
- ? How do local officials best communicate to the public the degree and effectiveness of enforcement while indicating the relative minority of people who drink and drive?

Although substantial progress has been made on the drinking and driving front over an extended period of time, statistics show a levelling off in rates of decline, and even some indication of a slight reversal (Kendall, 2008; Purssell et al., 2009). Driver impairment remains a significant contributor to injurious and fatal car crashes, as well as to harmful boat- and snowmobile-related accidents.

Various alcohol-impaired driving initiatives fall under provincial jurisdiction. These include a minimum legal drinking age, graduated licensing, sobriety checkpoints, administrative suspension or revocation for those close to the legal BAC limit, and an ignition interlock program.

The BAC limit itself is defined by federal legislation, which also has the authority to enact random breath testing. This measure, if introduced, would be very worthy of municipal backing to enable routine implementation.

Visibly consistent enforcement of laws aimed at discouraging drinking and driving (including penalty for alcohol-impaired performance) can influence people to align with healthier behaviour. Local governments can encourage compliance with these regulations by raising the profile of such efforts, reinforcing the fact that the odds of offenders being detected are far from negligible, and that punitive consequences will be imposed promptly.

2. Shape public attitudes

Local authorities can lead their communities toward fuller endorsement of healthier stances regarding impaired driving.

Municipal governments can

- ☑ Plan and promote safe transportation to and from drinking establishments
 - assess how public transit might better serve on-premise locations and make necessary adjustments
 - encourage licensees to supply ride services, promote designated-driver practices, publicize bus and taxi options, and persuade patrons to call family/friends for assistance when needed
 - support and solicit sponsorship for seasonal services such as Nez Rouge (Operation Red Nose)
- ☑ Promote social norms against drinking and driving
 - promote mass media campaigns that encourage social responsibility (in terms of individual behaviour and reporting violations) and healthier shared norms
 - maintain restrictions on alcohol advertising and sponsorships (see resource 4 in this set)
 - encourage local businesses to reinforce to their employees the danger and unacceptability of driving after drinking
 - support schools in supplying traffic safety education that includes interactive skill development in resisting pressures to drink and drive (or ride with an impaired driver) and in engaging parents
 - develop and implement strategies for strengthening community (see resource 5 in this set)
- ☑ Collaborate with local health and social service providers to encourage screening and brief intervention for risky alcohol use and improve further care for people with alcohol-related problems
 - include brief intervention specifically related to impaired driving and remedial skill support to prevent recidivism among those apprehended for driving while impaired

Some questions to consider

- ? What avenues and actions can we explore to feature and increase uptake of safer ride alternatives?
- ? What partnerships have we formed and what strategies are we implementing to discourage drinking and driving?
- ? How well are we contrasting the acceptability of moderate social drinking and the unacceptability of impaired driving?
- ? Are we clearly conveying key messages about drinking and driving issues, (e.g., that even modest amounts of alcohol impair, that most of us don't drive under the influence, that we are all affected by those who do drink and drive, that we all have the opportunity to help make a positive difference)?
- ? How well are we appealing to constructive capacity in individuals and within the community rather than simply playing on fear?

Alternative transport promotion and provision is a challenge. Extra incentives (e.g., free non-alcoholic beverages) need to be offered to designated drivers to help prompt abstaining rather than relative moderation. Increased presence of security personnel may be required to encourage more people to use public transit.

Achieving public buy-in on active shared vigilance against impaired driving is a major undertaking that requires patient effort on the part of a local government and fellow stakeholders. Public support for protective measures is there and can be made firmer.

Mass media campaigns conducted with clear focus and strong exposure, whether drawing attention to legal initiatives to deter impaired driving or raising the consciousness of its personal and social costs and inviting participation in actions that will discourage it, can foster further approval of countermeasures. Social norms marketing should seek to undermine inflated impressions of common acceptance for drinking and driving by highlighting the substantial proportion of the public that does not condone it. In order to correct perception and encourage alignment with the actual norm, initiatives need to be sustained, conspicuous, credible (substantiated by solid survey), concise, positive in accent and consistent.

Communities that engage in multi-component strategies that combine enhanced enforcement and educational media advocacy can expect to see a reduction in occurrence of impaired driving and its harmful consequences.

OPERATION LOOKOUT® is a poster campaign that encourages the public to take action against drinking and driving by reporting impaired drivers. Developed by Against Drunk Driving in conjunction with Peel Regional Police, OPERATION LOOKOUT® is one of the major anti-drinking and driving programs in North America. Currently, there are 28 licensed OPERATION LOOKOUT® communities across Ontario.

Steps to Success

How is Our Community Doing?

- We engage in various efforts to enhance the experience of “community,” recognizing its value in reducing the occurrence and toll of impaired driving
- We allocate adequate resources to enable regular and sufficient traffic enforcement to discourage people from presuming there is little possibility of being apprehended for drinking and driving
- We make sure infractions against alcohol regulations are promptly processed
- We have optimized our transportation systems and promote safe alternatives to and from licensed premises
- We have civic leaders whose public discourse and personal conduct reflects rejection of impaired driving
- We collaborate with a wide variety of stakeholders in encouraging public opinion and collective action in opposing driving after drinking
- We help our constituency realize that we all have a part to play in addressing this threat to our health and safety

Resource links:

Arrive Alive, Drink Sober (Ontario Community Council on Impaired Driving). Available at: www.arrivealive.org

Office of the Superintendent of Motor Vehicles. Available at: www.pssg.gov.bc.ca/osmv/impaired-driving/index.htm

Drinking and driving (ICBC). Available at: www.icbc.com/road-safety/safer-drivers/drinking-driving

Mothers Against Drunk Driving. Available at: www.madd.ca

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Limiting Alcohol Advertising

Promotion of alcohol through advertising and sponsorships leads to increased consumption and added toll on public well-being. Communities can take action to mitigate this adverse impact.

1. Pursue local regulation

Municipal governments can

- ☑ Limit local advertising
 - impose constraints on the number of approved advertising locations
 - limit overall amount of advertising
 - define maximum size of signage
 - define appropriate content
- ☑ Approve and apply restrictions on civic events
 - limit sponsorship by alcohol industry interests
 - reduce publicity that draws attention to drinking opportunities
- ☑ Discourage “cheaper alcohol” sales
 - encourage drinking establishments to avoid offering drink deals (e.g., discounts on certain days/times, lower prices for larger-sized servings)

Some questions to consider

- ? Do we recognize the alcohol industry as contributing to the culture and economy of the community, but also recognize the need to limit marketing in view of the potential for harm?
- ? What impression does our current stance on advertising give the public? That alcoholic beverages are widely and readily available, hugely popular, a central feature of social interaction and a care-free commodity? Or that alcohol is a legitimate contributor to festivity (though not indispensable for it) but also a drug that must be managed with care?
- ? Do we enforce Liquor Control and Licensing Branch (LCLB) requirements on local advertising, supplemented by demands reflecting our concern to give drinking a modest, not major, profile?
- ? Do we have a shared sense of public responsibility to discourage excessive consumption?

Marketing has a strong impact on alcohol consumption. Greater exposure to alcohol promotion (including advertising) increases the likelihood of initiation and heavier drinking, among youth in particular (Anderson et al., 2009; Hastings et al., 2005; Collins et al., 2007). Studies show that the provision of cheaper alcohol attracts consumers and leads to faster, heavier drinking and, consequently, elevated harms. An appeal to retail outlets to reject such marketing (and perhaps also align with other safety-supporting measures) should indicate how such a stance can enhance the profile of their operation as one where patrons drink sensibly and are unlikely to engage in behaviour that disrupts or harms others.

2. Support counter-advertising

Municipal governments can

- ☑ Promote a balanced outlook on drinking
 - avoid messaging that gives the impression drinking is more common and popular than it actually is
 - resist coming across as averse to alcohol (demonizing it can unwittingly make it more attractive)
 - avoid being so information-heavy as to seem humourless, dull and boring
 - reject a simplistic stance on questions that suggests arbitrariness and artificiality
 - avoid scare tactics (playing on fear can desensitize the audience, hinder reflection and reduce efficacy)
- ☑ Reach out to young people
 - develop communication products that engage youth by demonstrating care and concern for their health, appreciation of their culture and respect for their capacity to make good choices
 - recognize them as contributing participants in community life
- ☑ Use a variety of communication tools including traditional and new media

Some questions to consider

- ? Have we been able to strike a balance in our messaging around alcohol, reflecting both an appreciation for social benefits and concerns about harms?
- ? Have we addressed common expectancies, motivations and situational prompters for drinking, and shown awareness of issues around them? Have we proposed realistic alternatives?
- ? Have we offered considerations favouring non-use and protective behavioural strategies that serve to reduce risk and experience of harm?
- ? Do we consciously try to undermine a common but artificial and unhelpful dissociation between what is really true and what is truly fun in connection with drinking?

Locally financed counter-promotion will always be at a real disadvantage to marketing conducted by the alcohol industry in view of the enormous disparity in available funding. The industry's affluence has allowed it to do sophisticated research and analysis on factors that deliver appeal and influence behaviour.

Various streams of messaging that run in the opposite direction to the huge waves of promotion endorsing use of alcohol will not off-set the full force of those tidal currents. But persistent strategic communication that aims at being an engaging reality check can at least serve as a meaningful counterpoint. Initiatives to encourage critical reflection on commercial "selling" tactics can be useful too (as opposed to thinly disguised militant vendettas that simply condemn rather than illuminate and motivate).

3. Appeal for healthier alcohol advertising practices in the wider context

This can be done by seeking more consistent application of existing general codes and by supporting adoption of more robust regulations.

Municipal governments can

- ☑ Report problems to Advertising Standards Canada (ASC)
 - file complaints about advertising examples that fall short of CRTC and BC code standards, particularly those that make drinking attractive to underaged youth, suggest enhanced status by drinking the product or imply alcohol is necessary to enjoy an event

- ☑ Request new national standards related to
 - volume or quantity of advertisements allowed
 - places and types of media in which advertising can be carried out
 - time slots in which it is permitted on television (in order to cut down on youth exposure)
 - content that is permissible in promoting the product
 - health messages that need to be included
 - internet marketing of alcohol under the auspices of Canadian-based operations

France's Évin Law, introduced in 1991, prohibits alcohol advertising in all media apart from specified exemptions (which exceptions do not include television, cinemas and sponsorships of cultural and sports events). Print, radio and billboard promotion is permitted under certain conditions and confined to information about the product (e.g., origin, concentration of alcohol, means of production). Instead of appealing images of drinkers and drinking environments, a health warning about the danger of misuse is attached.

Some questions to consider

- ? Do we encourage consumers to question alcohol sales pitches?
- ? Have we expressed dissatisfaction with the pervasiveness of alcohol advertising, given the harmful consequences of such massive exposure?
- ? Have we protested the largely one-sided nature of alcohol advertising by producers, which gives little recognition of harmful outcomes for various inappropriate patterns of use (not only those associated with severe dependence)?

Media advertising is subject to federal stipulations, with provincial regulations also applying to various forms of alcohol promotion. There is opportunity at both federal and provincial levels for public complaint to be registered over perceived non-compliance with official standards, though there are limitations in access to information about the extent of such complaints and enforcement response to them (Kendall, 2008). At the national level, alcohol advertising generates a sizable portion of complaints, and though most may not be upheld, they often prompt sponsors to withdraw offending ads (NASWG, 2007).

National regulations in Canada do not address the issue of amount of alcohol advertising allowable, but there is precedent in other jurisdictions for more encompassing restrictions, and precedent in the tobacco domain to indicate the value of more rigorous measures on marketing.

Steps to Success

How is Our Community Doing?

- We have strong regulations limiting public alcohol advertising around our community
- We have a policy restricting alcohol-interest sponsorship of local civic events
- We have a consensus among our on-premise suppliers not to offer price specials on alcoholic drinks
- We collaborate with a variety of stakeholders in promoting messaging that engages the public about the risks associated with alcohol use and encourages collective and individual responsibility in avoiding harm
- We provide leadership in protesting the problematic promotion of alcohol and seeking healthier marketing practices

Resource links

Liquor advertising (LCLB). Information available at: www.hsd.gov.bc.ca/lclb/LLinBC/advertising.htm

Code for Broadcast Advertising of Alcoholic Beverages. www.crtc.gc.ca/eng/GENERAL/CODES/ALCOHOL.HTM

Advertising Standards Canada. Available at: www.adstandards.com

ASC Alcoholic Beverage Advertising Clearance Guide. Available at: www.adstandards.com/en/Clearance/AlcoholicBeverages/ASCAcoholicBeverageAdvertisingClearanceGuide.pdf

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Strengthening the Community

Communities with a sense of connectedness—including a common concern about alcohol-related harm—tend to be stronger and healthier. Local governments can strengthen their communities by promoting both responsible attitudes toward alcohol and moderate drinking practices, and by encouraging more effective care for those requiring support for problems related to alcohol.

1. Enhance connectedness

Since supportive interpersonal connections are critical to individual and collective health, efforts should be made to engage people in helping to extend and build community relationships.

Municipal governments can

- ☑ Assess and respond to factors in the community that contribute to harmful drinking patterns
 - environmental factors (e.g., poor economic conditions, easy availability of alcohol)
 - social factors (e.g., shortage of healthy networks, associations, cultural communities)
- ☑ Identify and support protective factors in the community that serve to counter risk of harmful drinking
 - school programs, job placement assistance and professional clubs
 - social service bodies, religious communities, neighbourhood organizations and projects
 - recreational associations and cultural groups
 - facilities and exterior venues, regular and special occasions for civic participation
- ☑ Create and implement a strategy aimed at strengthening a sense of community
 - include a wide representation of stakeholders in the planning and mobilizing process
 - identify shared values and a collective vision
 - adopt initiatives that serve common objectives and distribute responsibility
 - mark achievements and recognize participant contributions

Some questions to consider

- ? How can we best deal with factors in our community linked to dangerous drinking?
- ? What components currently promote safer drinking patterns? How can we promote these?
- ? What resources in our community can be used to enhance connectedness? How can we most effectively build our social capital? What external resources are available?
- ? What can we do to ensure productive community dialogue about alcohol-related concerns?

The presence of real connectedness in constructive and supportive relationships helps people feel they matter, belong, can receive assistance and can contribute. Affirming individual identity and acceptance within healthy social networks without requiring conformity to rigid norms is a strong deterrent to unhealthy use of alcohol and other substances. Efforts to foster community spirit, raise the level of inclusivity, and nurture mutual regard, respect and responsibility for oneself and others will reduce drinking-related harms.

2. Raise consciousness

While education efforts on their own have generally failed to produce change among individuals and across communities, they can (when engaging reflection and action) be useful alongside other initiatives.

Municipal governments can

- ☑ Promote a balanced understanding of the role of alcohol in society
 - acknowledge the positive role of alcohol (e.g., it makes people feel more relaxed and social, is a popular commodity and significant economic driver)
 - draw attention to the fact that alcohol can cause significant personal damage when used as self-medication (to cope with negative emotions or physical pain), or consumed in large amounts (causing falls, accidents and violence) or in excess over a long period of time (causing chronic illness)
 - educate people about how alcohol can damage social relationships if used to alleviate public pressures, conform to exaggerated norms, escape external difficulties, or used as an excuse for vandalism, violence and victimizing others (physical assault, psychological abuse, relational harm, economic deprivation)
 - spread the message that alcohol use can result in substantial added healthcare costs, law and order enforcement expense and employment performance-related losses
- ☑ Increase awareness of the moderate practices and attitudes of the majority
 - launch a social norms marketing campaign exposing the facts that (1) most drinkers do not get drunk or approve of reckless drinking behaviours, and (2) most consumers not only avoid drinking and driving but also support rigorous enforcement measures
- ☑ Promote low-risk drinking guidelines and strategies
 - distribute materials recommending limits for any day and per week, listing situations where no alcohol is the best option, and providing tips on how to avoid intoxication

Some questions to consider

- ? Do we have a clear understanding of the benefits and risks of using alcohol?
- ? Do we recognize that despite its benefits, alcohol is the drug that contributes to far more calculated costs than all illegal psychoactive substances combined? And are we aware that half of all alcohol-related costs stem from occasional excessive drinking by people who are mostly moderate drinkers?
- ? Do we realize that direct revenues from alcohol sales are lower than societal costs related to drinking, and that while moderate alcohol use may have some health benefits for middle-aged people, drinking contributes significantly to the development of serious chronic illness?
- ? Are we aware that alcohol impairment is a major cause of immediate injury?
- ? Are we using a variety of vehicles to convey our messages, and are we tailoring them to reach different target audiences?

Educational efforts should aim to impart a holistic perspective that respects abstinence (and encourages it among youth) and features both low-risk drinking advice for all age brackets and harm reduction strategies. Initiatives aiming to undermine typical overestimations of how many people actually drink excessively or support relaxed stances on alcohol policies should not be relied on alone to bring about cultural shift (Perkins et al., 2010).

3. Improve services

Health promotion that addresses the social ecological context will give greater breadth and depth to prevention initiatives. It will also reduce the burden on healthcare services, which in turn can be provided in a stronger, more economic and more humane manner.

Municipal governments can

- ☑ Implement a workplace alcohol policy for civic officials and staff
 - set rules for alcohol consumption in the workplace or during working hours
 - spell out disciplinary response processes to situations where alcohol use has contributed to employment problems (e.g., absenteeism, reduced performance, inappropriate behaviour, conflicts)
 - provide awareness campaigns, brief intervention and referral to assistance programs to support return to normal responsibility
 - conduct periodic audits to assess work conditions that contribute to alcohol-associated difficulties, and how such prompts may be mitigated
- ☑ Encourage local business and industries to adopt comparable policies
- ☑ Build partnerships with local health and social service providers
 - promote widespread screening and brief interventions for risky drinking in primary healthcare contexts, educational institutions, recreational and cultural settings, and social services
 - work together on adequate supply of more intensive counselling, including cognitive-behavioural skills training for those who need it, via outpatient healthcare services and in-house employee assistance programs
 - join forces to support individuals struggling with chronic alcohol problems and related harms (homelessness, job loss) by providing more integrated services and low-barrier housing arrangements that feature a harm reduction approach

Some questions to consider

- ? Are we promoting a workplace climate where people can both expect and receive support in addressing personal difficulty with alcohol?
- ? Are we helping to equip personnel in various professions/roles to conduct brief interventions?
- ? Are we open to comprehensive assistance in helping individuals with chronic alcohol problems, as opposed to the narrower “quick fix” focus on detoxification, physical recovery and relapse prevention counselling? What are we doing to help with job acquisition and housing retention?

Evidence indicates there is a substantial cost benefit to be gained with early detection and support, which often precludes the need for more intensive, extensive and expensive professionally-attended services.

Municipalities can collaborate with their regional health authorities about adequate availability of treatment programs and facilities, including alternatives to conventional options.

Other ways of responding to those with severe problems merit careful consideration. Housing provisions that include regulated supply of alcohol have seen decreased rates of consumption, reduced experience of crisis and access of emergency services, less encounter with enforcement personnel, improved personal management of hygiene and enhanced health, with welcome economic gain to the public accompanying these developments (Podymow et al., 2006; Larimer et al., 2009).

Steps to Success

How is Our Community Doing?

- We regularly assess and target different social-ecological factors in our municipality that are conducive to inappropriate and unsafe use of alcohol
- We promote those aspects of our community life that discourage unhealthy alcohol use
- We have developed a strategic plan to deal with concerns and exploit assets in a comprehensive fashion involving widespread community ownership and participation
- We assess all communication to ensure a balanced message on alcohol that recognizes benefits, acknowledges harms and positively encourages individual and collective responsibility for reducing damage
- We seek to ensure that local services supply a continuum of stepped care ranging from brief intervention to extended assistance that incorporates stable housing and support for employment

Resource links:

Helping Communities (CARBC). Available at: www.carbc.ca/HelpingCommunities.aspx

Alcohol Publications (CARBC). Available at: www.carbc.ca/Home/Publications.aspx

Ensuring Solutions to Alcohol Problems. Available at: www.ensuringsolutions.org

Don't mix it! A guide for employers on alcohol at work. Available at: www.hse.gov.uk/pubns/indg240.htm

Alcohol and work: what everyone should know. Available at: www.alcoholandwork.adf.org.au

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Advocating to Other Levels of Government

Other levels of government have jurisdiction over certain policy responses to harmful alcohol use. But local governments can contribute by voicing the concerns and opinions of their collective and individual constituents, especially when it comes to policy stances that greatly affect them.

1. Appeal to provincial government

Pricing is perhaps the best attested factor for widespread impact on levels of alcohol consumption and related harms. Making alcohol less affordable would achieve substantial reductions on both counts, even among heavier drinkers, with net fiscal benefit to the larger public and greater safety for all. Local government can appeal for changes to pricing policy and also encourage provincial authorities to improve public safety and well-being in other ways.

Municipal governments can ask the provincial government to

- Make alcohol less affordable
 - assign a socially relevant minimum price per standard drink (annually updated to correspond to the rate of inflation)
 - adjust pricing mark-ups (within different beverage classes) to create marketing and purchasing incentives for lower-strength products and disincentives for higher-strength products
 - direct a portion of any increased revenues from such measures to fund other effective initiatives responding to alcohol-related concerns
- Enhance certification requirements for management and staff of licensed venues
 - make the *Safer Bars* violence prevention training program a mandatory element of certification, along with *Serving it Right*
 - require recertification in *Serving it Right* at five year intervals
- Maintain the moratorium on private liquor store licences, with no reliance on them to succeed government-operated stores
- Impose mandatory liability insurance on licensees
- Increase monitoring of licensed establishments
 - allocate funding for more frequent inspection of drinking venues to further deter the serving of patrons who are underage or nearing intoxication

Some questions to consider

- ? What avenues are open for multiple expressions of concern and appeal to the provincial government? How effectively have we used these different routes to communicate concerns and request action?
- ? What indications can we give the provincial government of our commitment to do our part in supporting such initiatives? How well have we scored in regard to positive stances the province has already taken?
- ? How rigorous are our own efforts to reduce alcohol-related harms?

The purchase price of alcohol for consumers relative to their overall income has shrunk considerably over time, while consumption and alcohol-associated costs for British Columbians (among other Canadians and constituencies around the globe) have gone up. Municipal governments can communicate their desire for the province to implement pricing policies aimed at reducing immoderate use, recognizing that periodic heavy drinking by people who usually drink moderately causes a sizable portion of alcohol-related harm (Kendall, 2008; Thomas et al., 2009; Segal & Stockwell, 2009; NASWG, 2007; Stockwell, Zhao & Thomas, 2009; Wagenaar et al., 2009; Elder et al., 2010; Babor et al., 2010).

Actions taken in the other areas enumerated above would contribute to safer drinking environments (Kendall, 2008; Stockwell, 2010; Stockwell et al., 2009; Babor et al., 2010). Advocacy for such measures should demonstrate familiarity with the issues and specific advantages of proposals rather than just broad sentiment in their favour.

In the fall of 2010, the Union of BC Municipalities (UBCM) unanimously endorsed a resolution calling for a provincial pricing strategy that would give greater incentive for the production, promotion and consumption of lower strength alcoholic beverages within the different classes of drinks. This active civic consensus came in response to a proposal from the BC Coalition for Action on Alcohol Reform, picking up on recommendations issued in 2008 by BC's Provincial Health Officer and further in 2009 by University of Victoria's Centre for Addictions Research of BC (CARBC). Source: Vancouver Sun, October 6, 2010.

2. Appeal to federal government

Municipal governments can ask the federal government to

- Introduce random compulsory breath testing nationwide
- Carry out various strategies in the national alcohol strategy
 - promote low-risk drinking guidelines
 - introduce standard drink labelling on beverage containers
 - provide adequate funding for extension of the alcohol and other drug monitoring initiative
 - support community health prevention initiatives around alcohol concerns
 - enhance public consciousness of alcohol's contribution to chronic disease
- Limit the amount and extent of alcohol advertising through more comprehensive legislation and enforcement

Some questions to consider

- ? What vehicles are there for multiple expressions of concern and appeal to the federal government? How effectively have we used these channels to communicate concerns and request action?
- ? What indications can we give the federal government to show both our commitment to current initiatives and contribution to practical implementation?
- ? What leadership have we shown to address alcohol-related issues under our own jurisdiction?

Random breath testing, when conducted in a visibly consistent fashion (as in Europe, New Zealand and especially Australia), is recognized internationally as one of the most effective strategies to reduce harms from impaired driving, a front on which Canada's progress has been somewhat stalled (Babor et al., 2010; Elder et al., 2002; Pursell et al., 2009; Solomon et al., 2009).

Actions in some of the other areas mentioned above are complementary to other efforts and can contribute to the cultivation of a climate of more careful consumption that would cut down considerably on casualties and costs (Kendall, 2008; NASWG, 2007; Babor et al., 2010).

Steps to Success

How is Our Community Doing?

- We have identified alcohol-related issues in our community and understand the jurisdictional responsibilities of the various levels of government
- We have addressed those concerns lying within our jurisdiction
- We have demonstrated support for sound initiatives taken by other levels of government
- We are committed to being a constructive critic and partner in the implementation of strong alcohol policies and have made positive proposals to other levels of government

Resource links:

Union of BC Municipalities. Available at: www.ubcm.ca

Alcohol Policy Network, Ontario Public Health Association. Available at: www.apolnet.ca

MADD (Mothers Against Drunk Driving) Canada. Available at: www.madd.ca

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University
of Victoria

Centre for Addictions
Research of BC



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 10 minutes early 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 Noël.

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: _____

Organization Name: _____

Name of person(s) to make presentation: _____

Topic: _____

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

Please describe:

Contact person (if different from above): _____

Telephone Number and Email: _____

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.



CUT THE CUTLERY CAMPAIGN

Adding cutlery to the Single-Use
Plastic Regulation Bylaws





Our mission is the protection and enjoyment of the ocean, beaches, and waves, for all people, which is enacted through a powerful activist network.



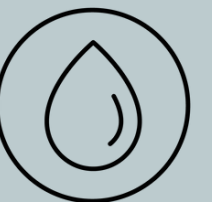
FOCUS AREAS

OUR CHAPTER'S FOCUS IS DIVIDED INTO 3 PILLARS:

ENDING PLASTIC POLLUTION



IMPLEMENTING CIRCULAR SOLUTIONS FOR LOCAL WASTE & POLLUTION ISSUES



ENGAGING YOUTH, INDIVIDUALS, BUSINESSES, AND GOVERNMENT IN OCEAN FRIENDLY INITIATIVES





IMPACT OF PLASTIC POLLUTION

- Plastics are materials produced from fossil resources such as natural gas, and this material causes ecological harm throughout all levels of its life cycle, from manufacturing to disposal.
- As plastic does not biodegrade, it persists as a pollutant in the marine environment and can resemble food that wildlife consume or become entangled in.
- Plastics photodegrade and erode into such tiny microplastics that even planktonic organisms consume plastic, thereby entering the food chain.
- Plastic exacerbates the climate crisis which further impedes marine ecosystems, contributing to ocean warming and acidification. Every tonne of plastic produced generates 1.89 tonnes of greenhouse gases.
- The plastics industry perpetuates environmental racism.



PLASTIC AND BIOPLASTIC CUTLERY CANNOT BE RECYCLED OR COMPOSTED.

- Plastic and bioplastic cutlery contribute to Canada's abysmal recycling rate of 9%, leading to more plastics in landfills, the environment, and incinerators.
- According to Forbes, the number of individual plastic utensils wasted is estimated to be 40 billion per year in the United States alone.
- Bioplastic cannot be composted on the west coast, this material can only be landfilled. Studies are also showing that bioplastic does not readily break down in the marine environment and poses many similar environmental threats as conventional fossil-based plastics, this includes a report from the UN that was published this year.
- Surfrider has been conducting beach cleanups on the Pacific Rim since 2015, and in the last six years, plastic cutlery has continued to be a common single-use plastic collected. In particular, plastic cutlery has been collected during every Multi-Use Path cleanup and road cleanup.





TO ADDRESS THIS..

Surfrider launched the **Cut the Cutlery Campaign** in the autumn of 2019 with the goal of eliminating single-use plastic and bioplastic cutlery from the Districts of Tofino and Ucluelet by supporting businesses in voluntarily eliminating these items and getting this plastic item added to the Single-Use Plastic Regulation bylaws.





BUSINESS FEEDBACK & COMPLIANCE

Businesses have shared that the support they require is centred around ensuring their **supplier carries wooden cutlery** and that the price difference is not substantial. **Wooden cutlery has become cheaper on the market over bioplastic** cutlery, making it a more **favourable and economic alternative** for businesses. We have encouraged businesses to completely eliminate all single-use cutlery, which will result in even greater savings.

Another piece of feedback revolves around wooden spoons and their inability to stand up to heat. Unlike plastic, the wooden spoons are not very deep, and flatten when used with hot liquids like soup.

Surfrider has spent over \$400.00 on wooden cutlery and provided free stock to 7 businesses in Ucluelet, and 4 businesses in Tofino.

Business Compliance

Total businesses using plastic and bioplastic cutlery before the campaign (2019):

- 23 in Ucluelet
- 25 in Tofino

Total businesses converted through the campaign:

- 22 in Ucluelet
- 22 in Tofino

= 4 businesses outstanding

CAMPAIGN COMPLIANCE

Before launching the campaign, we consulted numerous groups on the feasibility of our campaign design and objectives, including the **Community Economic Development Advisory Committee (CEDAC)**. At that time of the CEDAC meeting, we were poised to establish a “deposit-refund” system for reusable cutlery with all west coast businesses. However, CEDAC pointed out that this would not create an equitable playing field for all sizes of food service businesses to participate. With this feedback, we redesigned the campaign, which has the following stipulations:

1. Voluntarily eliminate plastic/bioplastic cutlery (mandatory)
2. Supply reusable cutlery for in-house use (mandatory)
3. Offer locally compostable takeaway cutlery on request only (optional)
4. Offer bamboo or wooden compostable cutlery for a fee (\$0.25). This can be modeled similar to businesses who charge for bags or coffee cups, which will disincentivize the consumer and help businesses recoup the cost of takeaway packaging (optional)
5. Sell reusable cutlery for a fee (optional)





BUSINESS SUPPORT

- Through our Cut the Cutlery feedback survey, 100% of businesses support a ban on plastic cutlery
- The TLBCC has specifically consulted with foodservice businesses and accommodation providers to gain feedback on a plastic cutlery ban, all feedback from this consultation has come back positive. We concur that if there were major objections, we would hear about it.
- All Ocean Friendly Businesses (60 across Tofino and Ucluelet) have provided support for a ban on plastic cutlery.
- We've supported over 15 Ocean Friendly Businesses in selling reusable cutlery packs for visitors who forget theirs at home or do not have them.
- All other non Ocean Friendly Businesses who have also joined the Cut the Cutlery campaign (42) support the ban on plastic cutlery.
- There are also a multitude of businesses who do not use plastic/bioplastic cutlery, this has only impacted food service businesses and some accommodations.
- Since 2016, we have supported all major surf competitions in switching off of plastic/bioplastic cutlery. Instead, we supported competitions in using reusable or wooden cutlery for food service at beach events, the latter of which has always been composted by Tofino Urban Farm Co.
- With the **Cut the Cutlery campaign**, there is **far greater compliance amongst the business community** than we saw with plastic straws and bags when the bans were implemented.

CONCLUDING THOUGHTS

Through our work campaigning to **eliminate single-use plastics on the west coast**, we've realized there are two key pieces for creating systemic change on the local level. This includes 1) **shifting culture** and 2) **shifting regulations**, and these two components are interconnected and mutually reinforcing.

This means making zero waste "the **cool and trendy** thing to do", **promoting business champions, educating** the community and visitors, restoring the local environment from plastic pollution, **and working with local government to have this reflected in bylaws**. Through these actions, we affirm people's sense of worth and identity as it relates to **environmental protection and stewardship**.

We now find ourselves at a pinnacle point, with businesses and residents ready for a ban on single-use plastic utensils, and with a climate and environment that is beyond its ability to absorb more negative externalities of our throwaway society. We're grateful for the District of Tofino's and District of Ucluelet's leadership, and we look forward to taking this next leap!





THANK YOU!

Together, we can turn the tide on the plastics crisis and create a sea of equitability and well-being for all.



SINGLE-USE PLASTIC REGULATIONS

BYLAW COMPLIANCE REPORT



INTRODUCTION

SINGLE-USE PLASTIC REGULATION BYLAWS

In 2016, Surfrider began targeted campaigns to address plastic pollution at the source. This included launching the Straws Suck Campaign and the Ban the Bag Campaign, working to eliminate single-use plastic/bioplastic straws and bags from businesses in Tofino and Ucluelet. Once we had reached 80-90% business compliance and completed years of community education and engagement, we approached both Districts for a ban on these items. Upon the initial readings being passed by both Mayor and Councils for a ban on these items, we began working closely with staff in both municipalities to draft the Single-Use Plastics Regulation in early 2019. Once this was adopted by both Districts, we began creating educational materials on the bylaw for residents, visitors, and businesses. We also provided free recycling for plastic straws and bags for businesses, which we paid to recycle through Terracycle. Additionally, we offered 1-on-1 consultation for any business that requested our support in the spring of 2019. The launch of this regulation garnered local, provincial, and national news, catapulting the west coast into leading the movement to address plastic waste.

Following this success, Surfrider launched the Forget the Foam Campaign and Cut the Cutlery Campaign in the autumn of 2019. The goal of these campaigns were/are to eliminate polystyrene takeaway containers and plastic/bioplastic cutlery. Only a few businesses had polystyrene containers so this was an "easy win". Both Districts added this item to the Single-Use Plastic Regulation Bylaws in October 2020. Following this, Surfrider was contracted to provide support to businesses that were still using polystyrene and consult with businesses on a ban on plastic/bioplastic cutlery.



Cut the Cutlery Consultation Report

In May 2021, Surfrider produced and submitted the Cut the Cutlery Consultation report to both Districts. This report outlines business support for a ban on cutlery in Tofino and Ucluelet, communication vehicles used to educate and engage the community, as well as the stats on businesses who have switched off of plastic/bioplastic cutlery. We hoped and intended for this report to lay the groundwork for adding this unnecessary item to the Single-Use

Alys Hoyland, Youth Programming and Beach Clean Coordinator, Surfrider P...

BUSINESS COMPLIANCE

Businesses with plastic/bioplastic bags:

- Two businesses in Tofino still give out plastic or bioplastic bags
- Two businesses in Ucluelet still give out plastic or bioplastic bags

Businesses with plastic/bioplastic straws:

- Three businesses in Tofino still give out plastic or bioplastic straws
- Two businesses in Ucluelet still give out plastic or bioplastic straws

Businesses with polystyrene takeaway containers:

- Zero (as far as Surfrider knows)

Businesses with plastic/bioplastic cutlery:

- Three new businesses in Tofino are using and giving out bioplastic cutlery, but they've been informed about the Cut the Cutlery campaign and have pledged to switch to wooden cutlery upon request and ideally for a charge. All businesses have stated they will use up their stock of bioplastic and then switch to wooden. We hope to get a ban in place soon to avoid needing to do a lot of groundwork every time a new business opens.
- Despite our consultations and support, two businesses in Ucluelet are still using plastic or bioplastic cutlery (though one has agreed to switch off bioplastic once they use up their stock) and two businesses in Tofino are still giving out plastic and bioplastic cutlery.

Overall, there are around fourteen non-compliant businesses, so we think it would be best for bylaw staff to visit and to send a general reminder to all businesses about the Single-Use Plastic Regulation Bylaws and what is/isn't permitted.

COMPLIANCE INSIGHTS

Surfrider supporting business compliance has been very valuable in the first few years of the regulation bylaws being in place in Tofino and Ucluelet, and we're happy we've been able to support this. However, the impetus for us advocating for bylaws is so that Surfrider doesn't have to be the "plastics police" following the completion of campaigns. Once we have business compliance, which is more than what most cities or towns achieve before enacting plastic bylaws, it will be best for us to move on and have bylaw deal with any businesses that are not legally compliant. As we all know, the plastics crisis far exceeds single-use takeaway items, we hope to finish our work on these items in the next few years so we can move on to larger targets. Key insights are as follows:

- Following this contract, **if a business isn't compliant with the bylaws, bylaw staff should visit the business.** If we notice a business isn't compliant, we will of course email bylaw. Residents should also be encouraged to contact bylaw/make a complaint online.
- **All new businesses that open should be given information on the Single-Use Plastic Regulation Bylaws.** Businesses open and then purchase a significant supply of illegal stock. It's a waste of money, time, and resources for them as well as for Surfrider and the districts who then have to deal with this. Businesses having this information when they open would help them as well as create less work long-term for the aforementioned partners. Surfrider would be happy to discuss supporting this!



Alys Hoyland, Youth Programming and Beach Clean Coordinator, Surfrider P...

BUSINESS FEEDBACK

Through our engagement and consultation, a majority of businesses and community members want to see further action taken on polluting plastic packaging. Truly, a minority of businesses, as seen above, have either **1) been irresponsible to the bylaws despite our efforts to educate, engage and support them, 2) have had new management come on who have started ordering plastic/bioplastic packaging or 3) are a new business that knows no different.**

To see business feedback on plastic/bioplastic cutlery, please see the **Cut the Cutlery report**. Much of the feedback provided in this report applies to all single-use plastics that are already banned. What we've heard and observed is that a majority of businesses are compliant with the existing bylaws and have displayed readiness for further action on single-use plastics that are not currently banned.

At this point, we felt it would be redundant to ask businesses if they still support a ban on plastic/bioplastic straws, bags and polystyrene containers when the bylaw is already in place and we're looking forward to eliminating the rest of the single-use plastic takeaway packaging in Tofino and Ucluelet. Businesses know that the shift away from single-use plastics is the standard, we've spent over 5 years educating businesses and working with them closely on this. Nationally and globally, this is also becoming the norm.



ELIMINATING THE FINAL SUP TAKEAWAY ITEMS

DISTRICT OF TOFINO COUNCIL GRANT PROJECT

This project, which commenced in May 2021, is supporting businesses in Tofino and Ucluelet with eliminating unnecessary single-use plastics and supporting their transition to offering locally compostable containers or reusable options through our Rise Above Plastics program. The primary project goal is to continue assisting non-compliant (34 across both towns) businesses in the community in eliminating all single-use plastic takeaway items that have not already been banned. This includes plastic/bioplastic sauce ramekins, coffee cups and lids, smoothie/juice cups, and food takeaway containers.

This project will further our efforts to prepare businesses for these changes in the winter of 2021/2022. It's our goal to eliminate all single-use plastic takeaway packaging by the end of 2022 in Tofino and Ucluelet - **a massive step towards becoming a zero waste community!**

Surfrider has spent a total of \$1150.00 on locally compostable single-use plastic alternatives to hand out to non-compliant businesses free of charge through this project so far. This includes wooden cutlery, sugarcane ramekins, sugarcane containers, paper coffee cups with paper lids, and sugarcane food containers.



WHAT TO CAMPAIGN ON NEXT?

DISTRICT'S CHOICE?!



Following the Cut the Cutlery Campaign (hopefully) being wrapped up (cutlery being added to the Single-Use Plastics Regulation Bylaws), **we'll have the capacity to launch a new campaign.** Of course, keeping in mind that we're still running the Take Back the Tap Campaign to eliminate single-use plastic water bottles in both Tofino and Ucluelet.

As mentioned, there are plastic/bioplastic coffee cups/lids, ramekins, takeaway containers, and smoothie/juice cups to eliminate. We would love to get both District's feedback on which item to campaign on next. Currently, our team is leaning towards campaigning to eliminate plastic/bioplastic coffee cups/lids next.



CONCLUSION

SHIFT CULTURE, SHIFT REGULATIONS



Through our work campaigning to **eliminate single-use plastics on the west coast**, we've realized there are two key pieces for creating systemic change on the local level. This includes 1) **shifting culture** and 2) **shifting regulations**, and these two components are interconnected and mutually reinforcing.

This means making zero waste "the **cool and trendy thing to do**", **promoting business champions**, **educating** the community and visitors, and **restoring the local environment from plastic pollution**. Through these actions, we affirm people's sense of worth and identity as it relates to **environmental protection and stewardship**.

We now find ourselves at a pinnacle point, with **businesses and residents ready for a ban on single-use plastic utensils**, and with a climate and environment that is beyond its ability to absorb more negative externalities of our throwaway society. We're grateful for the District of Tofino's and District of Ucluelet's leadership and continual support in this movement, and **we look forward to taking this next leap together!**



LETTER TO MAYOR IN COUNCIL TO BE ATTACHED TO NEXT COUNCIL MEETING

From: Stephanie Prewitt

370 Yew Street, [REDACTED]

Ucluelet BC V0R 3A0
[REDACTED]

This letter is a request for council to consider changing the current Ucluelet fireworks bylaw to completely eliminate the detonation, setting off or exploding of fireworks completely, **or at the very least to require a permit during Halloween week.**

Bylaw currently reads:

section #4 d): *It shall be unlawful for any person to set off, discharge or expose any fireworks **except between Oct. 24th and Oct. 31st inclusive** in any year unless such persons shall have first obtained a permit from the District of Ucluelet.* (please see attached current firework bylaw and it's apparent conflicting guidelines)

Concerns regarding this current unregulated Halloween week include safety issues as people are allowed use fireworks anywhere & any time.

1.) **Fire hazard:** During Halloween week, people are using fireworks in vulnerable places such as back yards and on the street that the bylaw officer **would not permit** during the times that a permit is required. Ucluelet is located in a vast forest area that has become increasingly vulnerable due to climate change.

2.) **Injury to people & destruction to property and the environment** which has caused other urban and suburban areas to ban this practice of setting off fireworks without a permit and in some areas banned completely.

3.) **Suffering, Injury and death to family pets and wildlife.** (enclosed please see attached "How fireworks harm non human animals).

Please see online petition: <http://chnng.it/xZL2TnmfTx>

Cc Ucluelet RCMP, Fire Chief, Bylaw Officer

Current posted fireworks bylaw states:

4 Possessions and Discharge of Fireworks and Firecrackers

a) It shall be unlawful for any person to possess, sell, use, detonate or explode any firecrackers at any time of the year within the District of Ucluelet.

b) It shall be unlawful for any person under the age of eighteen (18) years to possess, use, detonate or explode any fireworks.

c) It shall be unlawful for any person to set off, discharge or explode any fireworks on any street, land, square or public place unless such person or persons shall first have obtained a permit from the District of Ucluelet, and it shall be the responsibility of the permit holder to ensure compliance with the provisions contained therein, or for any damages that may arise therefrom by reason of the issuance of any such permit.

d) It shall be unlawful for any person to set off, discharge or explode any fireworks **except** between October 24th and October 31st inclusive, in any year unless such person(s) shall have first obtained a permit from the District of Ucluelet. It shall be the responsibility of the permit holder to ensure compliance with the provisions contained therein, or for any damages that may arise therefrom by any reason of the issuance of any such permit.

e) It shall be unlawful for any person to point or direct or throw fireworks at any person, animal, building, motor vehicle, tree or bush, where such fireworks are in the process of exploding or detonating.

Could someone please explain how:

"(a) It shall be unlawful for any person to possess, sell, use, detonate or explode any firecrackers at any time of the year within the District of Ucluelet."

Is then negated by:

c) It shall be unlawful for any person to set off, discharge or explode any fireworks on any street, land, square or public place **unless such person or persons shall first have obtained a permit** from the District of Ucluelet, and it shall be the responsibility of the permit holder to ensure compliance with the provisions contained therein, or for any damages that may arise therefrom by reason of the issuance of any such permit.

And negated by:

d) It shall be unlawful for any person to set off, discharge or explode any fireworks **except between October 24th and October 31st inclusive**, in any year unless such person(s) shall have first obtained a permit from the District of Ucluelet.

I am unfamiliar with how bylaw declarations are constructed and I find it misleading that (a)..... is then negated by (c).... and (d).....

How fireworks harm nonhuman animals

Fireworks and other explosive materials, whose reactions can produce sparks, flames, and fumes, cause various harms to nonhuman animals. These often affect animals who are human companions, and whose reactions we can easily see. They also harm the other animals who are around us, both in urban environments and outside them, as well as those who are on farms or confined in other spaces.

Physical damage to the hearing organs of animals

The hearing of many animals is much more sensitive than it is in humans, so the explosions of fireworks are not only more disturbing to them, but they can damage their hearing more severely. Fireworks can emit sounds of up to 190 decibels (110 to 115 decibels above the range of 75 to 80 decibels where the damage to the human ear begins). Fireworks generate a higher noise level than firecrackers, gunshots (140 decibels), and some jet planes (100 decibels). Noises caused by fireworks and firecrackers can lead to loss of hearing and tinnitus. Dogs are known to suffer irreversible hearing loss caused by proximity to the noise of gunfire.

Fear and stress

In addition to these harms, the noises caused by fireworks harm animals by causing fear. In fact, repeated exposure to unexpected, unpredictable loud noises can cause phobias in many animals, increasing panic reactions to loud noises in the future.¹

It is estimated that one-fifth of disappearances of animals who are companions to humans are due to very loud sounds, mainly fireworks and storms.²

The effects of fireworks on animals can be observed very clearly in zoos.³ It has been shown that the noise of fireworks makes animals such as rhinos and cheetahs very nervous, also visibly affecting others such as elephants, while rodents continue running minutes after the noises cease.⁴

Harmful effects by chemical particles

In addition, firecrackers are poisonous, and their explosion releases harmful particles such as fine dust (PM10) that is toxic to inhale. It can worsen existing diseases and cause others. Therefore, fireworks represent a danger both to animals who live in areas where they explode, or in relatively distant locations when the wind transports the particles.⁵ There is also a risk of ingestion of the residue of fireworks and firecrackers.⁶ The proximity of the animals to the areas where the firecrackers are made often causes burns and damage to the eyes.

The chemicals are also dangerous for cats and dogs, just as they are for humans with respiratory diseases such as asthma. Careless use of fireworks can also cause mutilations and fatal accidents in animals near the event, as well as causing fires that harm animals. When accidents of this type occur that affect humans, it is common for us to talk about it, but we must remember such things often affect animals of other species even when humans aren't badly affected.

Ways different animals are affected by fireworks

Dogs

Dogs are able to hear up to 60,000hz, while humans can't hear anything above 20,000hz, which is only a third of the capacity of dogs. This auditory acuity of dogs is one of the reasons the sound of fireworks can be so harmful to them. They show signs of overwhelming anxiety as they are unable to escape from the sound.⁷

Dogs, like many other animals, also suffer from other phenomena that produce loud sounds, such as storms. However, in the case of storms, the noises are accompanied by previous warning signs, so that animals can perceive them in advance. This can cause them anguish in anticipation, but it does not cause them the unexpected fright caused by fireworks, which are sudden and not identifiable.⁸ The fear of noise among older dogs is more common.⁹

Many urban dogs suffer negative symptoms from the explosions of firecrackers. Common reactions are freezing or paralysis, uncontrolled attempts to escape and hide, and tremors. Other more intense signs may also be present, such as salivation, tachycardia, intense vocalizations, urination or defecation, increased activity, hyper alertness and gastrointestinal disorders. All these signs are indicative of great discomfort.

It has been pointed out that the reaction of dogs to the sound of fireworks is similar to post-traumatic stress in human animals. However, this effect could be much more harmful in dogs, because they do not have the ability to rationalize their anxiety, or the possibility of an immediate cognitive response that allows them to respond to their fear. It is likely they experience a deeper and more intense form of terror. This is in addition to the noise phobia which can be greater in some dogs due to personality differences. It is important to keep in mind that in the first years of their lives, dogs are especially vulnerable to the development of phobias, and exposing them to sounds like fireworks contributes to future fear responses that they might not otherwise have had. It has been estimated that one in two dogs has significant fear reactions to fireworks.¹⁰

Cats

The effects of fireworks on cats are less obvious, but their responses are similar to those of dogs, such as trying to hide or escape.¹¹ However, regardless of the fear they have, they have a higher risk of being poisoned. Many cats who are near areas where firecrackers are made ingest them or their parts. In addition, they can go blind or be seriously injured by the explosions of firecrackers.

Horses

Horses can easily feel threatened by fireworks due to their hypervigilance since they are constantly on high alert due to possible predators.¹² Horses also act quite similarly to dogs and cats, showing signs of stress and fear, and trying to flee or escape. It is estimated that 79% of horses experience anxiety because of firecrackers, and 26% suffer injuries from them. Sometimes they react to fireworks by trying to jump fences and flee to dangerous areas where they can be run over by cars.¹³

Birds

The noise of firecrackers can cause birds tachycardia and even death by fright. The high degree of stress birds experience is indicated by the fact that birds may temporarily or permanently abandon the places where they are.¹⁴

In areas that are aircraft flyover zones, Creole ducks grow more slowly and have a lower body weight than Creole ducks who live in areas with little noise. Snow geese affected by these noises spend less time eating during the day and try to compensate during the night, which entails shortening their period of rest and sleep, gradually reducing their survival rate.¹⁵

Disorientation and panic from fireworks can cause birds to crash into buildings or fly towards the sea. The colonial species of birds who nest in high densities, such as silver gulls, are at greater risk of this during explosions of firecrackers. Many birds who flee from their nests due to the sounds do not know how to return to their nests once the noise ends, which leaves many of their young helpless.

Invertebrates and small vertebrates

The harms caused to invertebrates and small vertebrates have been evaluated much less than those caused to the animals discussed above. Presumably, these animals can do little to avoid harm if the explosions occur in areas near where they live. Keep in mind that for these animals fireworks are very large explosions, so the harms to them can be much greater than in other animals.¹⁶

Alternatives to the use of fireworks

There is a growing acceptance of alternatives to fireworks, such as laser light shows. One notable case is in the city of Collechio (Italy), one of the first to program silent fireworks, with the message that it is possible to enjoy fireworks without causing panic among the nonhuman inhabitants of the municipality. However, there is the possibility that this type of show may affect birds negatively. Some might think that administering a soothing drug to animals could be the solution, but this proposal isn't satisfactory for two reasons. First, the use of drugs to calm animals could cause harmful side effects. Second, we wouldn't be able to reach almost all of the animals affected by fireworks. The animals who live with human beings are not the only ones harmed. Even if we only consider domesticated animals in urban areas, there are animals who live in the street or are alone. In addition, domesticated animals are the minority of animals affected. We must take into account all animals who live outside the reach of humans, whether in the wild or in urban environments, as well as those on farms and other places where they are exploited. For this reason, the only really satisfactory solution is to reject the use of fireworks.

From: [Jessie Christophersen](#)
Subject: Municipal Proclamation Request - Waste Reduction Week 2021
Date: August 20, 2021 8:58:41 AM
Attachments: [2021_Sample_Municipal_Proclamation.pdf](#)

[External]

Proclaim Your Support for Waste Reduction Week in Canada!

Each year the [Recycling Council of British Columbia](#) (RCBC) organizes BC's involvement in observing this important week. We would like to ask all municipal councils in British Columbia to officially declare October 18th through 24th, 2021 as Waste Reduction Week in their respective communities.

[Waste Reduction Week in Canada](#) is intended to raise awareness about waste and its environmental and social impacts. The theme of Waste Reduction Week, "Too Good to Waste", is meant to draw attention to the richness and diversity of the natural world and the importance of working towards ecological sustainability through waste avoidance and resource conservation.

I have attached a sample Municipal Proclamation in PDF for your convenience. Of course, you are free to use your own Proclamation format if you prefer.

Completed Proclamations can be emailed, faxed or mailed as per the contact information below.

Thank you for your continued support of this important national event!

Regards,

Jessie

Jessie Christophersen

Information & Member Services Coordinator

#10 – 119 W. Pender Street, Van., BC V6B 1S5

E: jessie@rcbc.ca

W: www.rcbc.ca

Fax: (604)683-7255

T: (604) 683-6009 ext. 317

If you require further information, please email back or call the Hotline at 604-732-9253 or 1-800-667-4321 outside the Lower Mainland.

Jessie Christophersen

Information & Member Services Coordinator

Recycling Council of British Columbia

T: 604-683-6009 (317)

E: jessie@rcbc.ca



WASTE
REDUCTION
WEEK
IN CANADA

(Name of Municipality)

hereby recognizes

Waste Reduction Week in Canada **October 18-24, 2021**

As a municipality, we are committed to conserving resources, protecting the environment and educating the community.

We recognize the generation of solid waste and the needless waste of water and energy resources as global environmental problems and endeavor to take the lead in our community toward environmental sustainability.

We have declared October 18-24, 2021, Waste Reduction Week in

Municipality

Signed

Date

Name and Position



Please send this declaration to the Recycling Council of BC
By fax at 604-683-7255 or by email at wrw@rcbc.ca.
We thank you again for your commitment to waste reduction.



Council of Senior Citizens' Organizations of BC

Representing seniors in British Columbia since 1950

www.coscobc.org

August 2021

Re: Virtual Conference ~ Living in the 21st Century: A Seniors' Strategy

Dear Mayor and Council

Please consider this your personal invitation for you or a representative from your community to attend this important and timely national conference. This virtual conference, co-sponsored by the New Horizons for Seniors Program, the BC Retired Teachers Association, the BC Government Retired Employees Association and the BC Government and Service Employees' Union will be held September 27 and 28, 2021.

Major challenges and opportunities face seniors, our families and our communities. As one of 400 conference participants, you will help identify public policies that will help us find the best way forward. World class speakers will discuss major issues and outline their visions for the future. Issues affecting today's older adults range from healthy aging to human rights, housing needs, technology, social isolation and long-term care, have all come to the forefront during the pandemic. We must work together to address them as we build inclusive, sustainable, age-friendly communities.

Our roster of speakers includes:

- **Pat Armstrong**, Canadian expert on long term care who will provide guidelines for change in a positive direction.
- **Kasari Govender**, BC's Commissioner of Human Rights who will set the scene on rights for older adults now and in the future.
- **David Eby**, BC's Attorney General and Minister responsible for Housing who will provide the perspective of the BC provincial government.
- **Isobel Mackenzie**, the BC Seniors Advocate, will provide insights into the latest trends that will inform the future of the lives of older adults.

These and other experts – as you'll see in the attached preliminary program – will address plenary sessions. We have also assembled high level panels to present and debate current viewpoints on key issues. Workshops will give participants the opportunity to discuss and

President • Sheila Pither • 604-684-9720 • pither470@shaw.ca
207-1530 Mariner Walk, Vancouver BC, V6J 4X9

share their first-hand experience, and to determine how we can move forward to build communities and public policies that work for all generations.

This unique conference will be of interest to everyone who cares about civil society, and of particular interest to:

- Individual seniors and seniors' representatives from across B.C. and Canada.
- Municipal councillors and planners, social planning representatives, parks and recreation and health authority representatives.
- MLAs, Members of Parliament and First Nations.
- Federal and provincial departments dealing with seniors.
- Non-governmental organizations such as social planning councils, senior and community centre representatives, agencies working with seniors, unions, and advocacy groups.

We urge municipal councils to sponsor representatives from seniors' advisory committees to attend. We hope that every municipality in the province will send at least one representative. We encourage **ministries** to sponsor delegates from provincial seniors' coordinating bodies. We ask **unions** to sponsor members who work with seniors. Finally we invite **NGOs** including social planning councils, community centres, advocacy group and all who work with seniors to participate.

You may register for this conference at www.coscobc.org. More information about the conference is included in the preliminary program. The registration fee of \$25 will include a complimentary copy of the final conference report that will be mailed to all conference participants. *Please register early!* We are able to accommodate just 400 delegates.

As the organizers of this conference, the Council of Senior Citizens' Organizations of B.C. (COSCO) believes seniors and their organizations must contribute directly to developing the policies that affect their lives to ensure the policies are fair and just.

We thank the conference sponsors together with a number of organizations which have provided support. We look forward to you or a representative at this conference.

Yours truly,

Sheila Pither

Sheila Pither
COSCO President

Attachment: preliminary conference program



Living

IN THE 21ST CENTURY

A SENIORS' STRATEGY

Conference Program

Virtual Conference by Zoom

Monday Sept. 27 and Tuesday Sept. 28, 2021

Please check www.coscobc.org for the latest conference updates

PRELIMINARY



Day one

Monday, September 27, 2021

8:30 am Conference call to order.

Welcome and greetings:

- Sheila Pither, COSCO President
- Garnet Grosjean, Conference Facilitator
- Debra Sparrow, Musqueam First Nation
- Malcolm Brodie, Mayor of Richmond.

8:45 am Conference Dedication to Art Kube, Lorraine Logan and Pat Brady

- Gudrun Langolf and Sheila Pither

9:00 am Keynote Speaker:

- David Eby, Attorney General of B.C. and Minister responsible for Housing

9:30 am Keynote Speaker:

- Isobel Mackenzie, B.C. Seniors Advocate (*Looking to the Future for Older Adults*)

10:00 am Panel Discussion: Rights for Older Adults

- Alison Leaney, B.C. Public Guardian and Trustee *Legislation and continuum of support.*
- Sherry Baker, B.C. Community Response Networks *Preventing and dealing with elder abuse.*
- Connie Newman, Canadian Deprescribing Network *Championing medication safety in Manitoba*
- Andy Yan, Urban Studies, Simon Fraser University (TBC) *Seniors housing needs*

10:40 am Comfort and stretch break, participants move to workshops.

11:00 am Workshops

1. Public Guardian & Trustee workshop.

- Alison Leaney.
- Moderator: Diane Wood

2. Preventing and Dealing with Elder Abuse.

- Sherry Baker.
- Moderator: Jerry Gosling

3. Promoting Safe Medication Use.

- Camille Gagnon and Janet Currie,
- Canadian Deprescribing Network
- Moderator: Leslie Gaudette

4. Seniors Housing Needs.

- Andy Yan (TBC)
- Moderator: Annette O'Connor

12:00 Lunch break and visit sponsor rooms

1:00 pm Keynote speaker:

- Mable Elmore, Parliamentary Secretary for Seniors' Services and Long Term Care

1:30 pm Panel Discussion: Strategies for Seniors Health

- Jim Sinclair, Board Chair, Fraser Health Authority *Challenges in providing community health care to older adults.*
- Andrew Wister *Social isolation and older adults due to the pandemic.*
- Jay Chalke, B.C. Ombudsperson *Status of Ombudsperson Recommendations for seniors care.*
- Peggy Edwards *Healthy Aging in Canada*

2:10 pm Comfort & stretch break, while moving to breakout rooms for workshops.

2:15 pm Workshops

1. Health Authorities – Going Forward.

- Jim Sinclair
- Moderator: Barb Mikulec.

2. Healthy Aging in Canada.

- Peggy Edwards
- Moderator: Barry Jones.

3. Social isolation of older adults due to the pandemic.

- Andrew Wister
- Moderator: Albert Lemmonier.

4. Ombudsperson “The Best of care” document from 2012 – progress and suggested actions.

- Jay Chalke
- Moderator: Agnes Jackman.

3:15 pm Adjournment

Day two

Tuesday, September 28, 2021

9:00 am Conference Call to Order

- Garnet Grosjean and Sheila Pither

9:15 am Keynote Speaker:

- Shirley Bond, Interim Leader, B.C. Provincial Opposition

9:45 am Keynote Speaker:

- Kasari Govender, B.C. Commissioner of Human Rights.
Human rights of older adults

10:15 am National strategies for Living in the 21st Century

- Andrew Sixsmith
Seniors and technology
- Linda Fawcus
Helping older adults stay connected

11:15 am Comfort & stretch break. Time to visit sponsors' rooms.

11:45 am Addressing Long Term Care and Ageism

- Pat Armstrong
Guidelines for changing long-term care in a positive direction.
- Martine Lagacé
Ageism

12:45 pm Summing up the conference

- Peggy Edwards
Next Steps

1:00 pm Closing of the Conference:

- Sheila Pither and Garnet Grosjean
Acknowledgements and Final Comments

Acknowledgements

COSCO acknowledges that our technical headquarters for this conference is located on the traditional, ancestral, and unceded territory of the Musqueam people.

We also acknowledge our conference sponsors and thank them for their support.

Major Sponsors

- New Horizons for Seniors Program
- British Columbia Retired Teachers Association
- B.C. Government and Service Employees' Union
- British Columbia Government Retired Employees Association

Sponsors

- Labourers Advancement Fund
- Health Sciences Association

Conference Committee:

Conference Chair: Sheila Pither

Conference Facilitator: Garnet Grosjean

Committee members: Betty Bolton, Leslie Gaudette, Jerry Gosling, Gudrun Langolf, Barbara Mikulec, Annette O'Connor, Irv Rootman, Jean Sickman and the late Pat Brady

Conference Tech Management:

- Trevor Marples of Leaders Media
- Olang Cerda-Moesker and Valary Thompson of Hart House

Technical Headquarters:

Executive Hotel Vancouver Airport
7311 Westminster Highway, Richmond B.C.

About COSCO

The Council of Senior Citizens' Organizations of British Columbia is a democratic, non-partisan umbrella organization with over 65 affiliated organizations representing 80,000 seniors. COSCO is recognized as a leader for social change affecting seniors. Our motto is seniors helping seniors.

COSCO was founded 71 years ago by retired railroad workers to provide an effective voice for seniors in British Columbia. The purpose of COSCO is "to assemble, coordinate and advance proposals and resolutions related to the health, social and economic well-being of elder citizens in the province."

Our organization is governed by a monthly delegates meeting and a 19 member Executive Board. All work is done by volunteers. A major focus is promoting good health. The Seniors' Health and Wellness Institute – COSCO provides free workshops on 45 topics on healthy living, legal and financial, personal planning and safety. More than 50,000 people have attended. Visit www.seniorshelpingseniors.ca for more info.

COSCO is a proud member of the over one million member National Pensioners' Federation, which advocates for seniors at the national level. nationalpensionersfederation.ca

Choices. Solutions. Options. Register today.

Major challenges and opportunities face seniors, our families, and our communities

WE MUST find the best way forward. That's why the Council of Senior Citizens' Organizations of B.C. is organizing this important virtual conference.

Ideas. Facts. Leading edge research on issues that affect us all. You'll hear all that and more from our impressive speakers and presenters.

Equally important, a series of workshops will invite participants to share their experiences and wisdom.

We invite you to plan to participate, to learn and to contribute your insights as we work to build inclusive, sustainable, age-friendly communities.

Who should participate?

This virtual conference will be of particular interest to:

- Seniors and seniors' representatives.
- Municipal councillors and planners, parks and recreation, and health authority representatives.
- MLAs, MPs and First Nations.
- Federal and provincial departments dealing with seniors.
- NGOs such as social planning councils, community centre representatives, advocacy groups, and everyone who works with seniors.

For more information:

- Sheila Pither
604 684-9720 or pres@coscobc.org
- www.coscobc.org

Register now at www.coscobc.org

- The Conference fee of \$25 includes the final conference report.
- Recommended Registration Deadline: Friday September 17
(This will help ensure you obtain your preferred workshop and times for orientation sessions)
- The final program will be emailed to conference participants before the start of the conference.

This will contain links to the conference and the training sessions.

Zoom Orientation Sessions

- Zoom Orientation Sessions for conference attendees will be held on:
Monday September 20 at 10 am and 1 pm (Pacific Time)
Thursday September 23 at 10 am and 1 pm.



From: [RDMW Nicole McDowell](#)
Cc: [Andrew Hory](#); [Sandra Daniels](#); [James Furney](#); [Rod Sherrell](#)
Subject: Rebuilding Village of Lytton
Date: September 14, 2021 6:32:51 PM
Attachments: [image001.png](#)
[2021 08 27 Letter re Donation to Lytton.pdf](#)

[External]

Good Afternoon,

Please find attached, a copy of the letter from the EA Directors of the RDMW as per the following motion:

THAT the Electoral Area Directors contribute one dollar per person (per 2016 census), for each of their Electoral Areas as a donation in helping rebuild the Village of Lytton; and THAT a letter asking other local governments donate as well be sent out.

Regards,

Nicole McDowell
Receptionist
Regional District of Mount Waddington
P.O. Box 729
2044 McNeill Road
Port McNeill, BC V0N 2R0
Tel: 250-956-3301
Fax: 250-956-3232





Regional District of Mount Waddington

PO Box 729 2044 McNeill Road, Port McNeill, BC V0N 2R0

Telephone (250) 956-3161 Fax (250) 956-3232

Web-site: www.rdmw.bc.ca Email: info@rdmw.bc.ca

File No. 310.01

August 27, 2021

By e-mail to BC Local Governments

Dear Regional District Chairs and Boards, Mayors and Councils:

The people of the Regional District of Mount Waddington (RDMW) are independent, resilient, and compassionate. Although we may be a little geographically and politically isolated, we are caring, and community oriented. When trouble befalls one of our friends, we show up to help.

The Village of Lytton suffered a catastrophic loss this summer. The RDMW would like to remind the population of Lytton and the Thompson-Nicola Regional District that they do not stand alone in their time of need.

To help Lytton rebuild, the Electoral Area Directors of the RDMW will contribute one dollar for every person in their representative areas. In doing so, the Electoral Area Directors of the RDMW wish to challenge all other local governments to make a similar gesture.

This is a time for solidarity and the rebuilding of community, lives, and dreams. The Regional District of Mount Waddington is honoured to contribute.

Sincerely,

Andrew Hory
Chair and Area B Director

Sandra Daniels
Area A Director

James Furney
Area C Director

Rod Sherrell
Area D Director



INCORPORATED JUNE 13, 1966

MUNICIPALITIES: VILLAGE OF ALERT BAY, VILLAGE OF PORT ALICE, DISTRICT OF PORT HARDY, TOWN OF PORT MCNEILL
ELECTORAL AREAS: "A" (BROUGHTON ARCHIPELAGO, SOINTULA / MALCOLM ISLAND, MAINLAND); "B" (COAL HARBOUR, HOLBERG, QUATSINO, WINTER HARBOUR);

"C" (FORT RUPERT, HYDE CREEK, TSULQUATE); "D" (CORMORANT ISLAND, TELEGRAPH COVE, WOSS)

Rebuild the Village of Lytton Andrew Hory, Chair and Area B Director, Sa...



Aug 25, 2021

Ref: 267838

Warren Cannon
 Manager of Operations
 District of Ucluelet
 PO Box 999
 Ucluelet, BC V0R 3A0

Dear Warren Cannon:

**Re: Investing in Canada Infrastructure Program (ICIP) – Rural and Northern Communities Program (RNC)
Project # IR0258 - Sanitary Sewer Collection System Expansion, Seaplane Base Road Area**

Thank you for your application for funding under the ICIP – Rural and Northern Communities Program (RNC).

We would like to advise that, after careful consideration, the above-noted project was not selected for funding under the ICIP–RNC.

The program received significantly more applications than could be funded. This decision does not reflect on the importance of this project for your community, but rather the degree by which the program has been oversubscribed. All applications were equitably reviewed and given consideration for funding. If you have any questions, please contact Justin Langton, ICIP-RNC Lead, by email at: Justin.Langton@gov.bc.ca.

Additional program information can be found at the Investing in Canada Infrastructure Program website: www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program. Should future funding become available, staff are pleased to provide advice on preparing an application.

Thank you for your interest in the ICIP-RNC. We wish you every success with your community project.

Best regards,

Brian Bedford
 Executive Director, Local Government Infrastructure and Finance

Ministry of Municipal Affairs

Local Government Infrastructure
 and Finance Branch

Mailing Address:
 PO Box 9838 Stn Prov Govt
 Victoria, BC V8W 9T1

Location:
 4th Floor - 800 Johnson Street
 Victoria BC V8W 1N3

Phone: 250.387.4060
 Fax: 250.387.7872

<http://www.cscd.gov.bc.ca/lgd/>

From: [MCF Info MCF:EX](#)
To: [Info Ucluelet](#)
Subject: Letter from the Honourable Mitzi Dean, Minister of Children and Family Development
Date: September 10, 2021 11:39:20 AM
Attachments: [image001.png](#)

[External]

VIA E-MAIL
Ref: 262443

His Worship Mayor Mayco Noel and Council
District of Ucluelet
E-mail: info@ucluelet.ca

Dear Mayor Noel and Council:

I am pleased to announce that October will once again be declared Foster Family Month in British Columbia. This marks the 31st year of celebrating the caregivers who have stepped up time and time again when they are needed most. As a caregiver, they have accepted a vital role in the lives of the children they care for and an important role in the fabric of the communities where they live.

I wish to express my gratitude for the time, love, and energy that these foster families have given to the young people in British Columbia. Every day, these incredible caregivers work hard to ensure that the young people in their care are provided with a safe and healthy home and are cared for and nurtured in times of personal and global uncertainty. Their dedication to improving the lives of some of our province's most vulnerable children and youth is recognized and honoured as an integral part of the young person's journey.

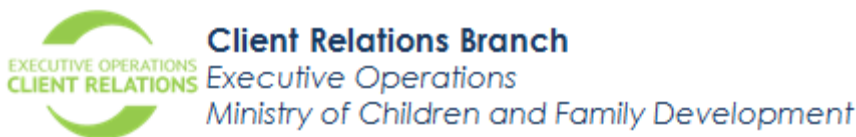
Please join me in celebrating October as Foster Family Month to show those in your community how important the role of a foster caregiver is. I encourage you to celebrate foster families for the selfless work they do for the children, youth, and families of British Columbia.

On behalf of the Government of British Columbia, thank you for your continued support in recognizing extended family and foster caregivers.

Sincerely,

Mitzi Dean
Minister of Children and Family Development

Sent on behalf of the Minister by:



This communication and any accompanying document is confidential and is intended

solely for the addressed recipient(s). If you received this e-mail message in error, please delete the e-mail and any attachments and contact the Client Relations Branch, Ministry of Children and Family Development at: MCF.Info@gov.bc.ca.

From: [MCF Info MCF:EX](#)
To: [Info Ucluelet](#)
Subject: E-mail from the Honourable Katrina Chen, Minister of State for Child Care
Date: September 13, 2021 10:35:12 AM
Attachments: [image001.png](#)

[External]

VIA E-MAIL
Ref: 263194

His Worship Mayor Mayco Noel and Council
District of Ucluelet
E-mail: info@ucluelet.ca

Dear Mayor Noel and Council:

Families throughout British Columbia are looking for access to inclusive, affordable, quality child care. As leaders, I know you are acutely aware of the needs in your community and share our government's concerns and ambitions of providing access to an inclusive universal system of care. Although we have made significant progress over the last three years with nearly 26,000 new licensed child care spaces approved for funding across Childcare BC's space-creation initiatives, too many families still struggle to find the care they need in their local communities. With this in mind, I am emailing today to ensure you have received information about the opening of the [Childcare BC New Spaces Fund](#), our province's largest child care space creation initiative.

In the 2021/22 intake for the New Space Fund program, we are focusing our efforts on expanding quality, inclusive, community-based child care in areas with the greatest need in alignment with provincial priorities and commitments under the [Canada Wide Early Learning and Child Care Agreement](#). This means that only School Districts, Indigenous and local governments, not-for-profit organizations, and Indigenous not-for-profit organizations are eligible to apply for up to \$3 million in grant funding per project.

As an eligible organization, I encourage you to visit [Childcare BC](#) to review the New Spaces Fund program guidelines, FAQ, application form, and other resources. Further, I encourage you to seize this opportunity to partner with the Province to help address your community needs and serve families in your community with more affordable, quality child care.

Note that the deadline to apply is November 16th, 2021 at 4:30 p.m. PST.

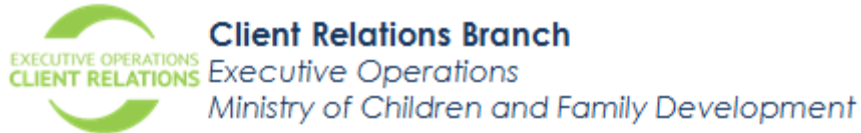
Please do not hesitate to contact our Capital Funding program staff at MCF.CCCF@gov.bc.ca or 1 888 338-6622 (option 5) for any additional questions you may have.

Thank you for the work you do for families in your community.

Sincerely,

Katrina Chen
Minister of State for Child Care

Sent on behalf of the Minister of State by:



This communication and any accompanying document is confidential and is intended solely for the addressed recipient(s). If you received this e-mail message in error, please delete the e-mail and any attachments and contact the Client Relations Branch, Ministry of Children and Family Development at: MCF.Info@gov.bc.ca.

From: [Julia Martin](#) on behalf of [Administration Shared](#)
 Subject: ACRD _ Around our Region Newsletter - August 2021
 Date: August 31, 2021 9:41:47 AM

[External]



Around our Region



Highlights from the Alberni-Clayoquot Regional District (ACRD) Board of Directors' Meeting - August 2021



AUGUST 25TH MEETING

DELEGATIONS

Brenda Sauve, Environmental Services Coordinator, received recognition for 10 years of service with the Regional District. **Ken Sanders, President, Alberni Golf Club** reported on activities of the Club over the past year and requested the Board consider a property tax exemption for 2022.

Hannah Ramsey & Marlena Locke, Sproat Lake Marine Patrol reported on the activities of the SLMP this past summer including educating the public on boating safety and assisting at the boat launch. They also implemented a social media program and gained over 435 followers!

DISPERSED CAMPING TASK FORCE

The Board supported, in principle, engaging with the Whistler Center for Sustainability to develop a more robust and longer-term strategy for the dispersed camping issues in the Regional District. This proposal would see the development of a strategy plan and action items over the quieter winter months in anticipation of next year's busy summer camping season.

BYLAW E1052-5, BEAVER CREEK FIRE PROTECTION SERVICE AREA AMENDMENT

After receiving three readings at the July 28th board meeting, the Board adopted Bylaw E1052-5 to allow for the inclusion of two properties on Cameron Rd into the boundaries of the Beaver Creek Fire Protection Service Area.

NEW FEDERAL STATUTORY HOLIDAY: NATIONAL DAY OF TRUTH & RECONCILIATION – SEPTEMBER 30TH

The Board will recognize September 30th as an annual holiday to commemorate the history and legacy of residential schools and honour the survivors, their families, and communities. They will also collaborate with local First Nations and community leaders to explore ways to respectfully mark Truth and Reconciliation Day in the region annually.

REGIONAL DISTRICT FIRE DEPARTMENTS REVIEW

The Board will commission consultant Dave Mitchell & Associates to conduct a review of the three ACRD volunteer fire departments: Bamfield, Beaver Creek and Sproat Lake. The purpose of the review will be to explore options to reduce liability, identify opportunities for improvement, and develop recommendations to support the continued operation of each department.

LETTER OF SUPPORT FOR INEO EMPLOYMENT COUNSELLING INC.

The Board will provide a letter of support for INEO Employment Services' grant application to fund a pilot program to recycle recreational vehicles (RV's) within the Alberni Valley. This pilot project would be structured as a social enterprise which would research and train 3-4 individuals to actively break down RV's for recyclable and reusable materials.

UPCOMING MEETINGS – input on upcoming meetings may be emailed to: responses@acrd.bc.ca

Alberni Valley & Bamfield Services Committee – September 1st, 10:00 pm; via Zoom

Board of Directors – September 8th, 1:30 pm, followed by the **Regional Hospital District**; ACRD Boardroom/Zoom

Electoral Area Directors Committee – September 9th, 10:00 am; ACRD Boardroom/Zoom

Beaver Creek Water Advisory Committee – September 21st, 2:00 pm; via Zoom

Board of Directors – September 22nd, 1:30 pm; ACRD Boardroom/Zoom

Bamfield Water Committee – September 29th, 7:00 pm; via Zoom

This is not the official minutes, but an information report summarizing the Regular Board of Directors Meeting. For more information visit the ACRD Website at www.acrd.bc.ca or contact the General Manager of Administrative Services at 250-720-2706 or e-mail wthomson@acrd.bc.ca.

Board of Directors

Chair: John Jack
(Huu-ay-aht First Nation)

Vice-Chair: John McNabb
(Electoral Area "E"
Beaver Creek)

Director Bob Beckett
(Electoral Area "A"
Bamfield)

Director Tanya Shannon
(Electoral Area "B"
Beaufort)

Director Kel Roberts
(Electoral Area "C"
Long Beach)

Director: Penny Cote
(Electoral Area "D"
Sproat Lake)

Director Dianne Bodnar
(Electoral Area "F"
Cherry Creek)

Mayor Sharie Minions
(City of Port Alberni)

Councillor Ron Paulson
(City of Port Alberni)

Councillor Tom Stere
(District of Tofino)

Councillor Rachelle Cole
(District of Ucluelet)

Councillor Kirsten Johnsen
(Toquaht Nation)

Councillor Wilfred Cootes
(Uchucklesaht Tribe
Government)

Councillor Alan McCarthy
(Yuulu?il?ath Government)

ACRD Office Hours

8am-4:30pm

Monday-Friday.

As of August 25th, masks must be worn in all indoor public spaces to help slow the transmission of COVID-19, regardless of vaccination status.



Click [here](#) to open newsletter in pdf format

To **UNSUBSCRIBE** from this newsletter please reply with UNSUBSCRIBE as the subject.

Julia Martin

Administrative Assistant

Phone: (250) 720-2702

Fax: (250) 723-1327

Email: jmartin@acrd.bc.ca



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 **Please consider the environment before printing this email**



STAFF REPORT TO COUNCIL

Council Meeting: September 21, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

FILE NO: 6700-20 HNA

SUBJECT: PROJECT UPDATE - 2021 WEST COAST HOUSING NEED ASSESSMENT

REPORT NO: 21-136

ATTACHMENT: APPENDIX A – PRESENTATION FROM M’AKOLA DEVELOPMENT SERVICES

RECOMMENDATION:

This report is for information.

PURPOSE:

This report is to update Council on the steps to develop a West Coast Housing Needs Assessment, and introduce Council to the project consulting team.

BACKGROUND:

Recent amendments to the *Local Government Act* obligates municipalities to develop a Housing Need Assessment (HNA) every five years, the deadline for the first HNA to be completed is spring of 2022.

LGA 585.2 A local government must prepare housing needs reports in accordance with this Division.

In October of 2020 Council provided a motion of support for an application to UBCM for a grant to partially fund this project. Ucluelet was successful in obtaining \$15,000 funding. This project is a collaboration with the District of Tofino, Alberni Clayoquot Regional District, Tla-o-qui-aht First Nation, Toquaht Nation and Yuułuʔiłʔatḥ Government. The team of M’Akola Development Services with Turner Drake & Partners Ltd. was selected earlier this year to undertake the project. The M’Akola team has prepared a presentation to update Council and the community on initial findings. The consulting team will attend the Council meeting to present these findings, discuss next steps and answer any questions.

OPTIONS REVIEW:

This report is submitted for Council’s information. After the presentation from the project consulting team, staff and the consultant will be available to answer any questions.

Respectfully submitted: Bruce Greig, Director of Community Planning
Duane Lawrence, Chief Administrative Officer

Appendix A

WEST COAST HOUSING NEED AND DEMAND STUDY

Project Update: Ucluelet Council – September 21 2021



We acknowledge with respect the peoples on whose traditional territory this study is being conducted including the Tla-o-qui-aht First Nation, Toquaht Nation, and Yuutu?it?ath Government – Ucluelet First Nation.



WHAT TO EXPECT

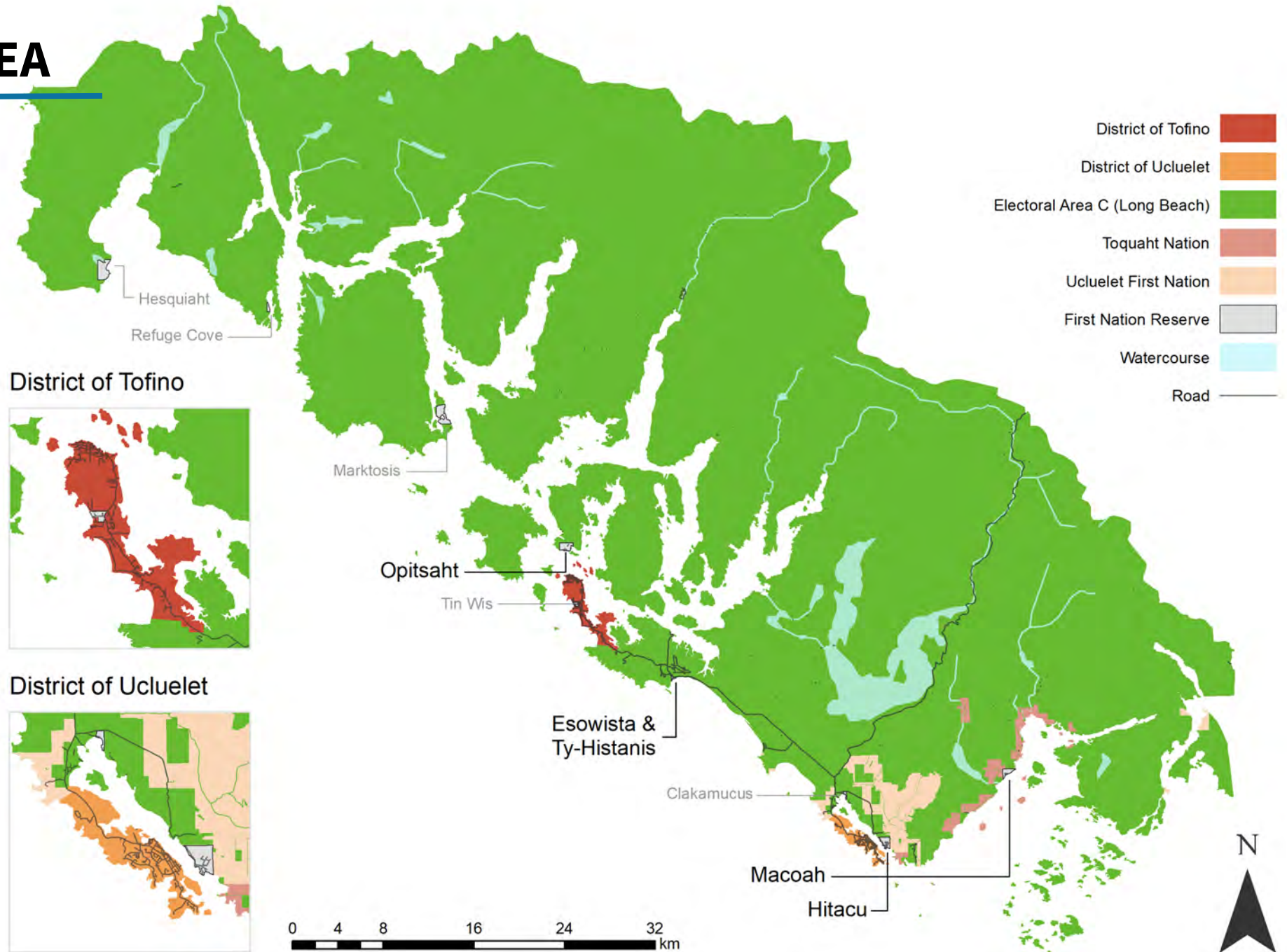
In this Report:

- *What is Happening:* local and regional Information on demographics, households, incomes, economy, and housing affordability.
- *Who it's Happening to:* engagement data, affordability analysis, which income/population groups are struggling.
- High-level policy recommendations based on findings

Not in this Report:

- Where new housing should go, or the form or density it should take.
 - Each local government will decide how to act on the information in the report to support their communities (e.g. through OCP or zoning bylaw updates, partnership development, community education, etc.)

STUDY AREA

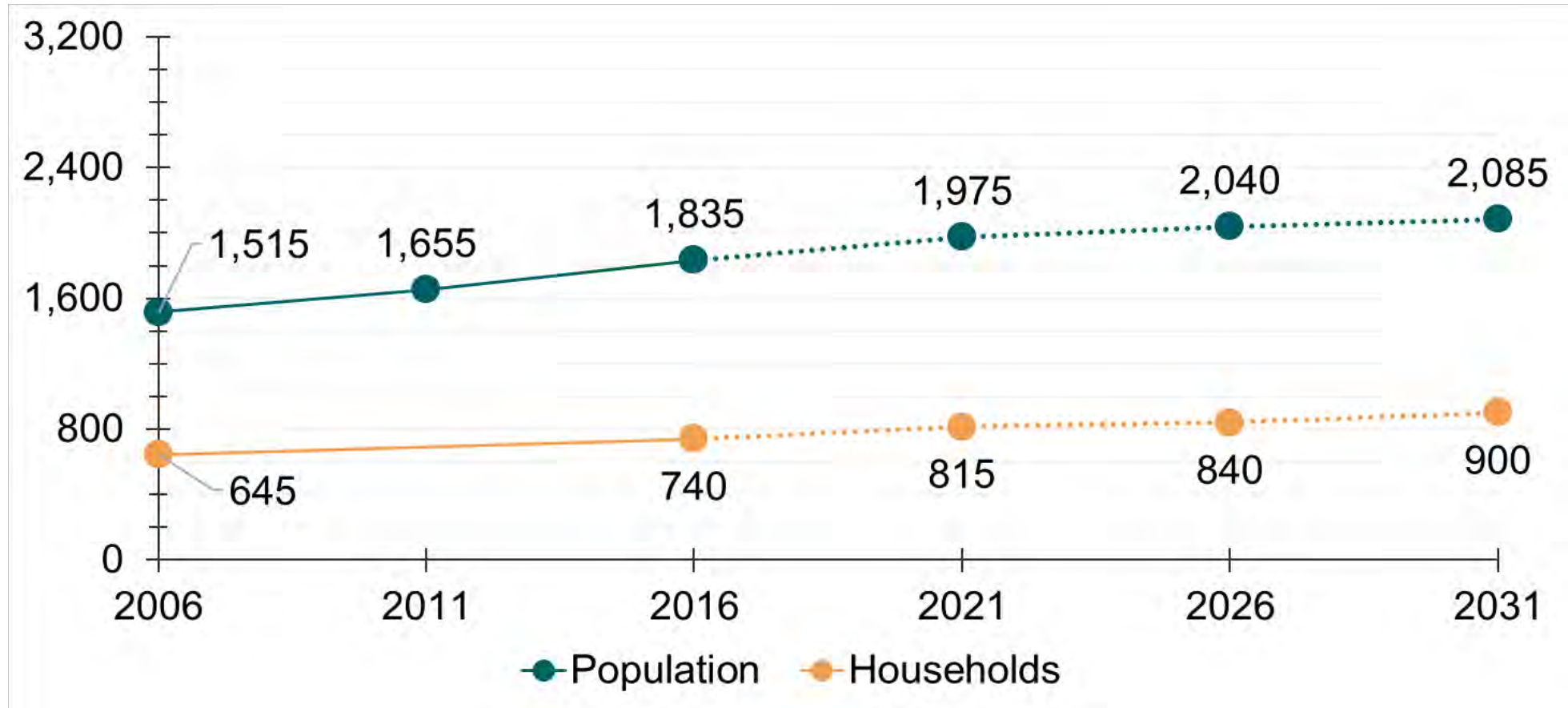




PRELIMINARY FINDINGS

POPULATION AND HOUSEHOLDS

Ucluelet

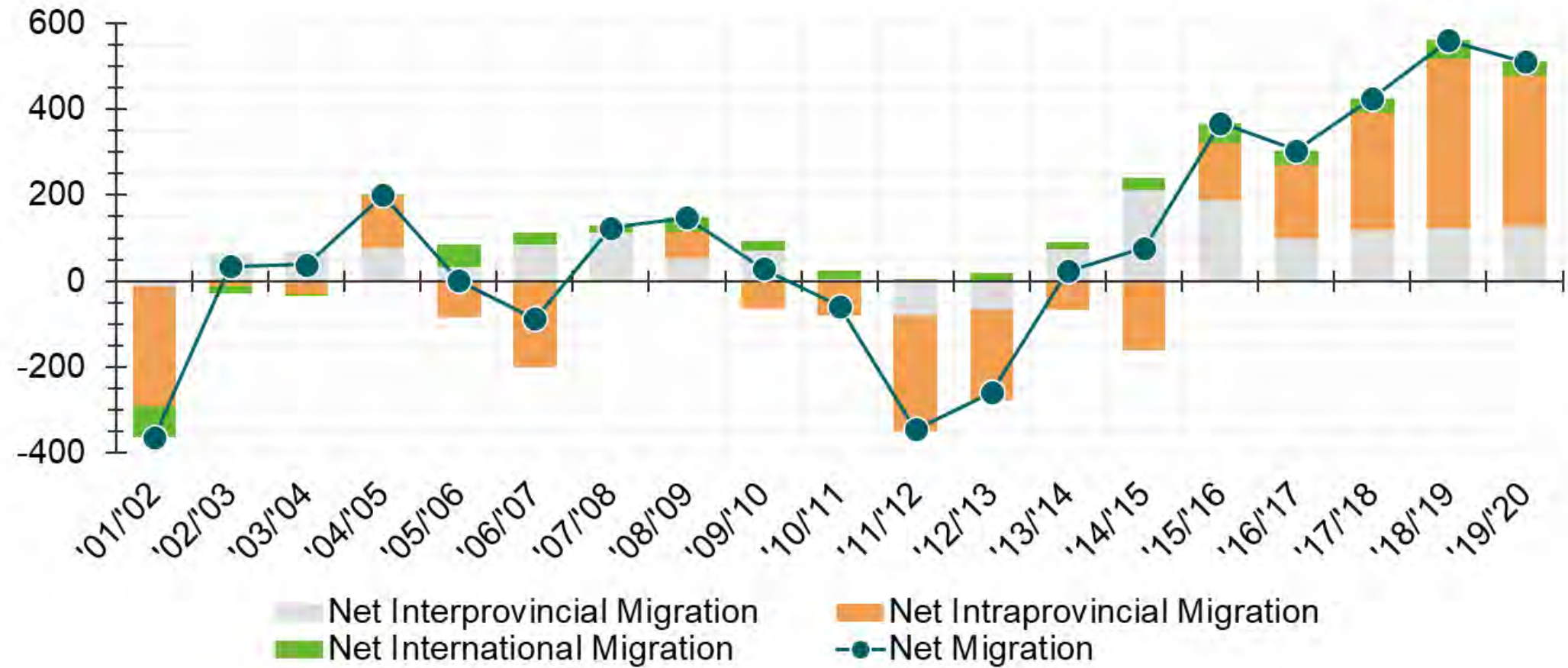


2016: 2.48 people/household

2031: 2.32 people/household

NET MIGRATION

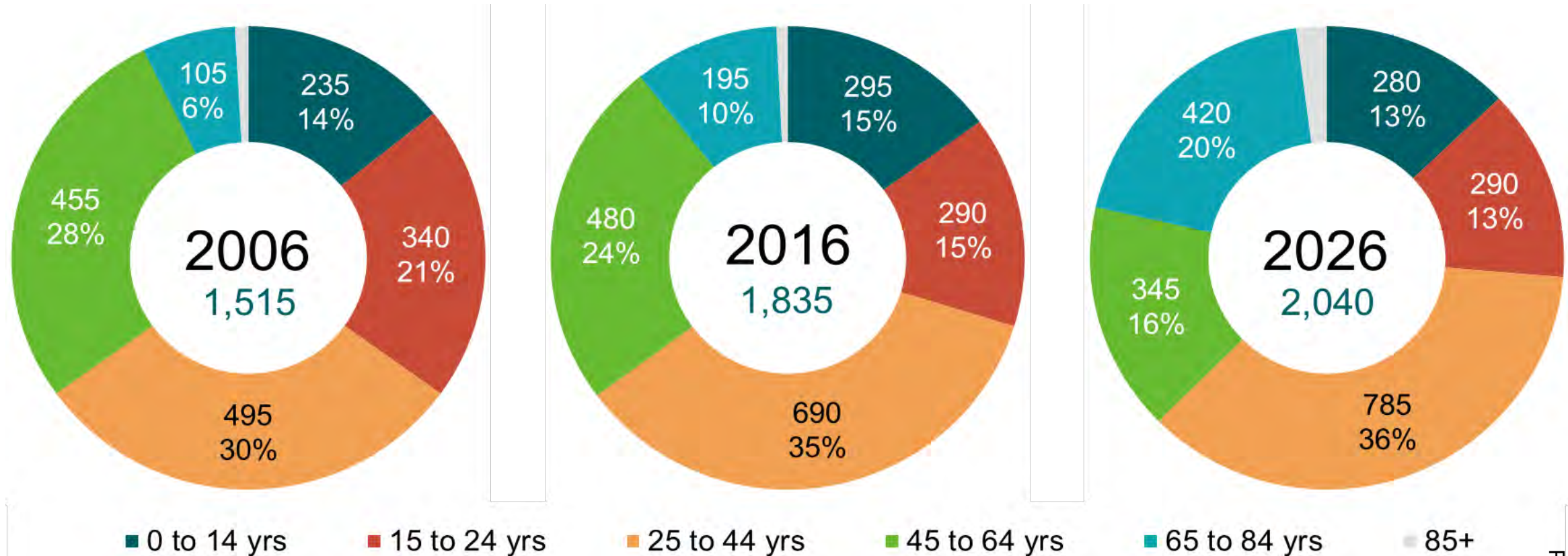
ENTIRE ACRD



- Natural population decline over past two census periods.
- Growth in all communities driven by migration.

AGE DISTRIBUTION

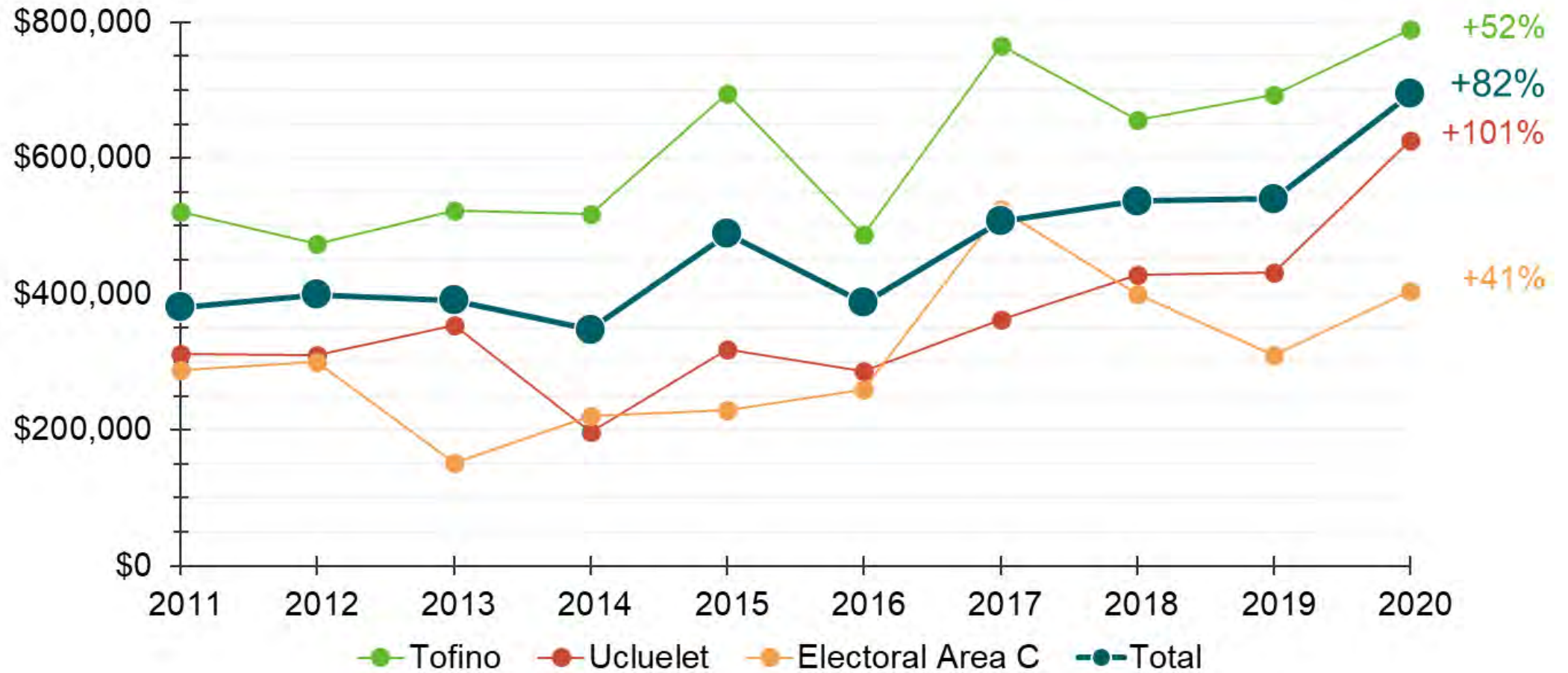
Ucluelet



2006: 6% > 65 years old

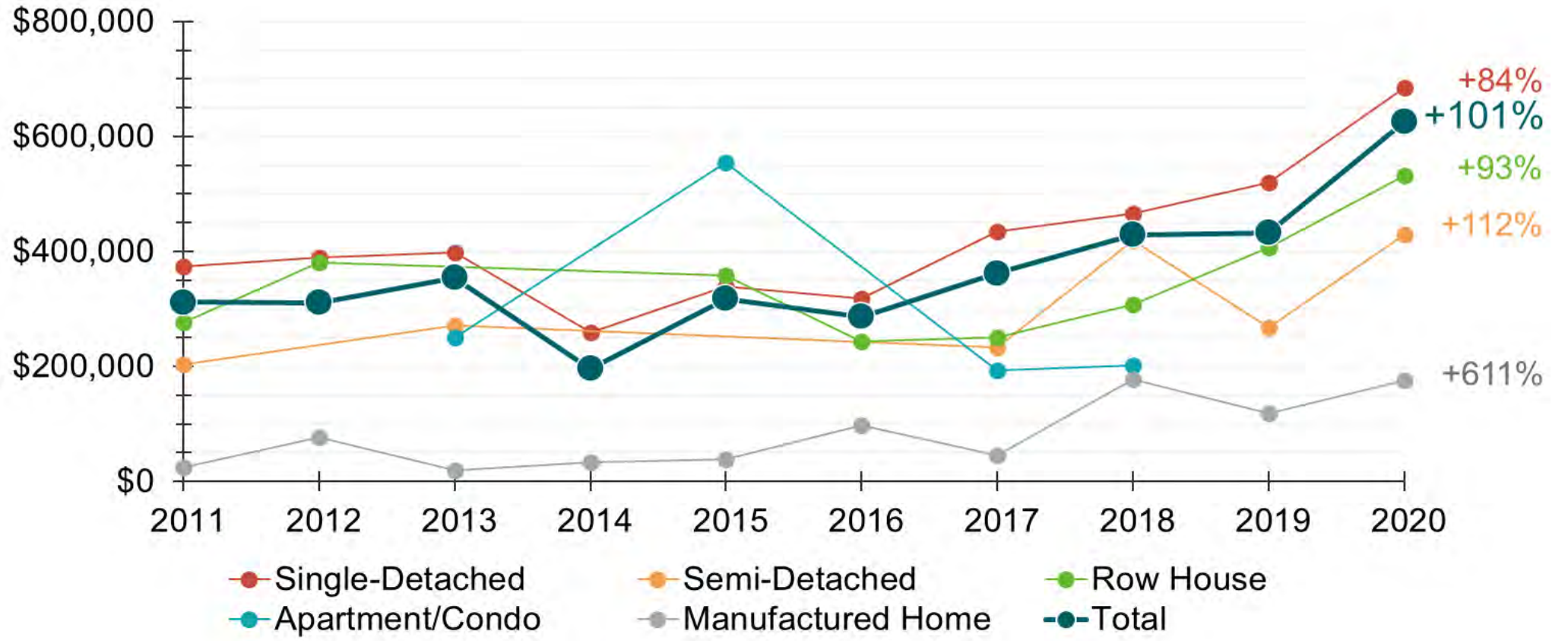
2026: 22% > 65 years old

COST OF OWNERSHIP



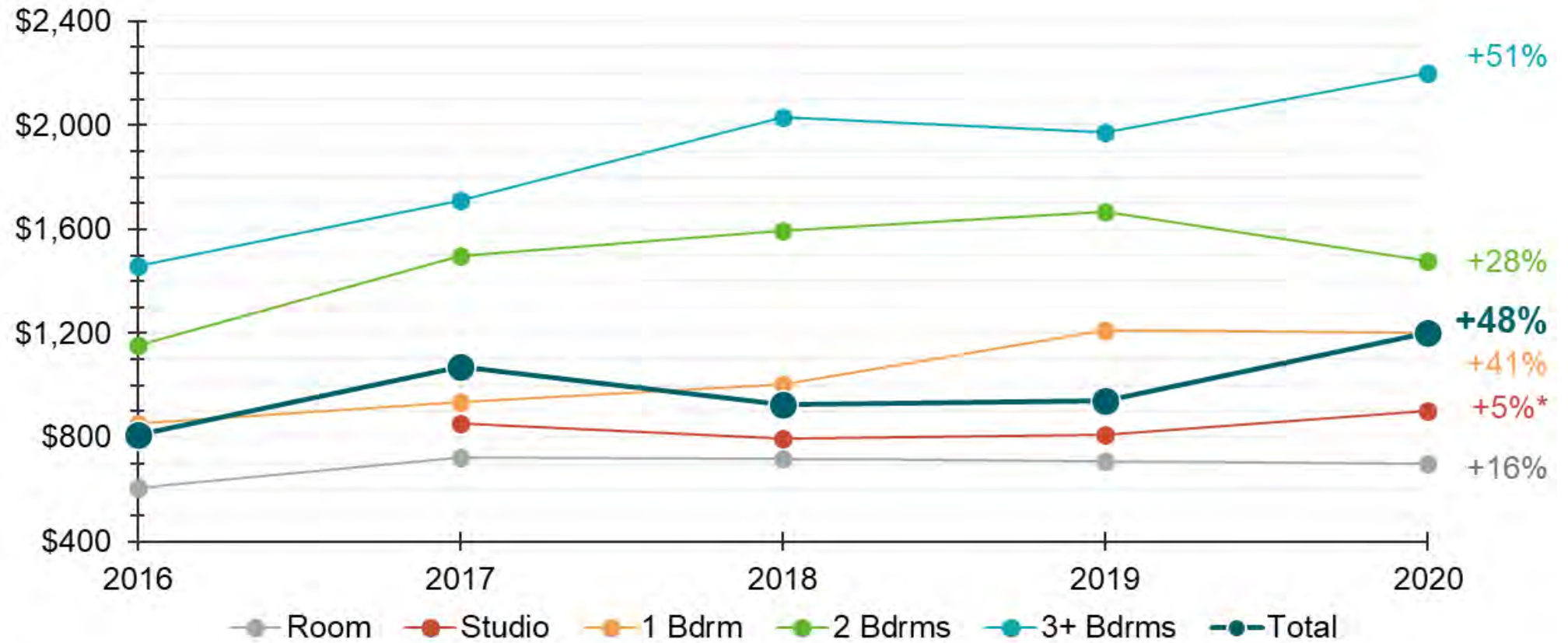
COST OF OWNERSHIP

Ucluelet



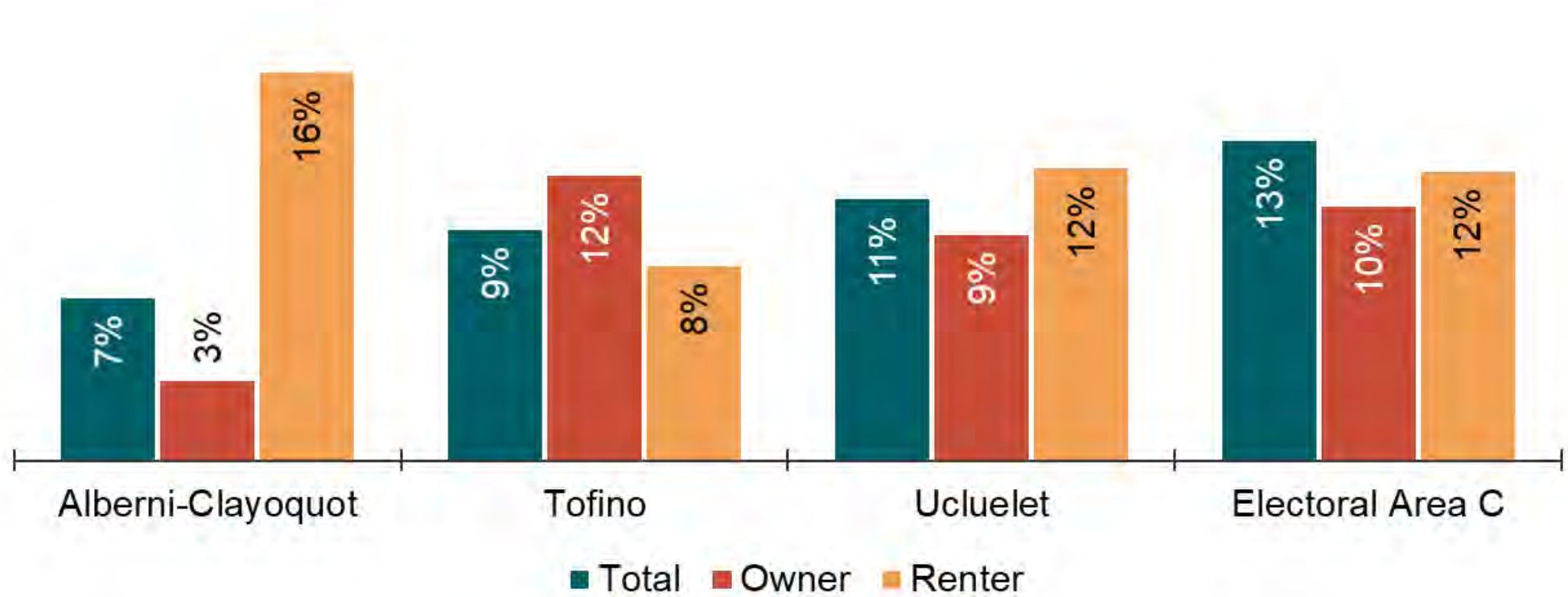
RENTAL ESTIMATES

TOFINO AND UCLUELET



* percentage change calculated from 2017 since no 0-bedroom units were collected

CORE HOUSING NEED



HOUSING SURVEY

508 Responses

Location	#
District of Tofino	227
District of Ucluelet	239
ACRD C	28
Other	14

22%

of survey respondents from Ucluelet indicated that their current did not meet their needs.

In the next five years...

42%

were worried about the cost of their mortgage or rent.

40%

were worried about the stability of their housing.

39%

were worried about the cost of utilities

HOUSING SURVEY

““ There is a constant looming fear and instability living in this housing market, which takes a substantial day to day mental toll. It prevents a feeling of safety and security living in this community. ””

““ Would love to set some longterm roots in this community but have been playing musical chairs with housing rentals since living here. I paid \$1000+ to live in a moldy converted garage because "that's what you have to do in this town" for housing. ””

““ Allow and push zoning for multiple family homes/ housing complexes. Increases tax rates on places zoned for vacation rentals. Create low income housing please. ””

““ I have been lucky with housing since I have lived out here but I am one of the people that bought a house when it was affordable. ””

INTERVIEWS

20+ Hours of One-on-One Interviews

Key Themes:

- Rental supply
- Workforce Housing
- Utilities cost
- Development Challenges (feasibility, land availability, servicing)
- Electoral Areas/Local Governments not set up for success by higher levels of government
- Change in mindsets/stigma reduction around poverty and mental health needed



NEXT STEPS

NEXT STEPS

**Engagement Analysis
Draft Report Synthesis
Review with Staff
Design**

**Final Report to Council for Approval
Capacity Building for Staff**

For more information:

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Sandy Mackay

Housing Research and Policy Lead
Telephone: 778-401-7028
Email: smackay@makoladev.com

THANK YOU!

Sandy Mackay

smackay@makoladev.com



DISTRICT OF
Tofino



DISTRICT OF
UCLUELET



Yuutu?it?ath



**TOQUAHT
NATION**



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**



**TLA-O-QUI-AHT
FIRST NATION**



**TURNER DRAKE
& PARTNERS LTD.**



**MAKOLA
DEVELOPMENT
SERVICES**

Photos: Julie Edney



STAFF REPORT TO COUNCIL

Council Meeting: September 21, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

FILE NO: 6630-20-HOUSING

SUBJECT: UCLUELET HOUSING – 2021 UPDATE

REPORT NO: 21-137

APPENDICES: APPENDIX A – 2018 STAFF REPORT - OCP HOUSING ACTION PLAN

RECOMMENDATIONS:

1. **THAT** Council adopt the following goals aimed at improving the availability and affordability of housing in the community:
 - a. prioritize long-term residential housing;
 - b. slow and contain the proliferation of short-term vacation rentals within residential neighbourhoods;
 - c. create opportunities for more diverse and new forms of housing, with a priority on more affordable forms of housing; and,
 - d. create opportunities for the development of new rental housing.

2. **THAT** Council direct staff to further explore regulatory and development strategies to action Council's goals for addressing housing availability and affordability in the community.

PURPOSE:

To provide Council with options for addressing current housing issues, confirm the goals for any regulatory changes, gauge the degree of public consultation desired by Council on these issues, and to lay out possible next steps.

BACKGROUND AND CONTEXT:

Ucluelet is at a pinch point. Like many communities across the country, housing affordability has become an issue at the forefront of concerns for most households. This is an issue for both community members and business owners; increasingly, housing issues are translating into staffing issues. This report is being presented in the context of:

- a doubling of local housing prices in the past decade;
- a draft OCP underway but not adopted;
- a global pandemic that is not over, which has upended travel, economics and livelihoods;
- a Housing Need Assessment underway for all West Coast communities;
- a real estate and building boom;
- escalating construction costs due to supply-chain bottlenecks and localized demand;
- the ongoing loss of existing rental housing stock to short term tourist accommodation rentals;
- the final year of this Council term; and,
- a Strategic Plan that includes a focus on Housing Affordability.

Also part of the housing context are a number of recent and current housing development approvals:

- Ocean West phase 5 (32 lot single-family subdivision: DP and PLA issued);
- “Lot 13” Marine Drive affordable housing (33-lot single-family subdivision: rezoning, DP and PLA issued);
- “Lot 16” Marine Drive housing development (112 units total: rezoning underway);
- “The Wave” on Marine Drive development (6 townhouses: rezoning, DP and BP issued);
- development of 20 new homes under the *Pocket Neighbourhood Residential* regulations on St. Jacques Boulevard; and,
- a handful on “one-off” site-specific single-family re-zonings to allow an Accessory Residential Dwelling Unit (ARDU).

As well, Council has supported the retention of existing housing and creation of temporary worker housing:

- “Raven Lodge” rezoning to recognize existing non-conforming multi-family units and to enable their upgrade; and,
- numerous Temporary Use Permits for seasonal worker housing, including a 2021 pilot project for a batch intake of TUP applications.

THE CURRENT CHALLENGE:

Ucluelet has been experiencing a dramatic shift of value within the housing market. This is partly brought about by external forces (increased demand for rural properties brought by a global pandemic, a culture shift to working remotely, historically low interest rates, etc.), and is also affected by local forces (existing zoning regulations, destination tourism marketing, labour availability, etc.).

For years, within the Ucluelet zoning bylaw the Bed and Breakfast (“**B&B**”) use has been a permitted secondary use. This accessory use was intended to be a “mortgage helper” and first arose in the zoning regulations as the local economy saw shifts in the forestry and fishing sectors, and the community began to turn to tourism for additional economic opportunities. Over time, there has been rising popularity and demand for short term rentals (“**STR’s**”; in this report we will use this term interchangeably with B&B in the discussion of short-term tourist accommodation within single-family residential properties).

In 2008 AirBnB was founded. Online bookings for independent STR accommodation began to grow in popularity.

The B&B accessory use within the residential zones in Ucluelet perhaps started as an innocuous side gig, but the rise of AirBnB and other online booking platforms led to that being discovered and promoted to the point where the B&B use is now effectively a loophole into the commercial vacation accommodation market.

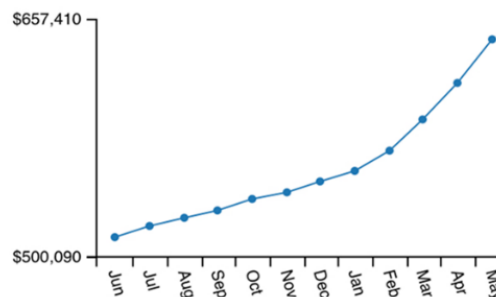
The market for residential properties is now being influenced by commercial / investment / accommodation value – these uses are no longer secondary to the value of the home. Instead these uses are driving the cost of local housing stock.

Increasingly, we are seeing new houses being constructed with purpose-built attached (with separate exterior access) motel units; these may meet the definition within the zoning but are no longer the B&B bedrooms down the hall within a family home. Additionally, what were formerly long-term rental secondary suites are being converted and put to use as STR’s for tourist accommodation.

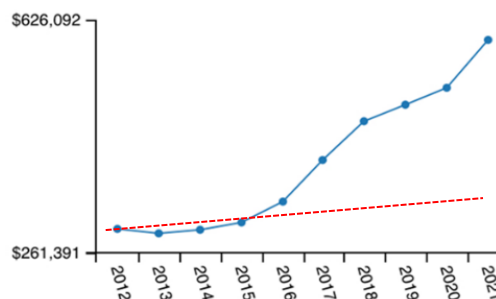
All of the above have contributed to the recent rise in the price of land and housing - to the point that working Ucluelet families are essentially priced out of the market. This is acutely affecting both ownership and rental opportunities.



Past 12 months



Past 10 years



The red line (added) shows the home price that the median Ucluelet household can afford.

If sustained, a 14.5% year-over-year increase in the average market price means that home prices would double in less than 5 years.

The character of the town and the fabric of the community depends on people being able to see a long-term path to stable housing, to meet their family’s needs. Households make long-term decisions on where they will invest their time and money, where they will raise kids, volunteer and put down roots. These individual decisions affect how a community functions and how it defines itself. If it wishes to keep its values then Ucluelet, like many communities, will need to take an active role in addressing local housing issues on many fronts.

In this context, this report aims to briefly explore some short-term and long-term actions the municipality could take, and seek direction from Council on where best to focus energies and resources. These include:

- regulatory (particularly Zoning Bylaw) changes;
- building housing; and,
- creating a supportive environment for housing initiatives (i.e., governance & resources).

DISCUSSION:**Potential Strategies:**

To avoid getting buried in details at the outset, staff suggest that the best starting point is for Council to first consider and confirm the goals as outlined in the recommendations at the beginning of this report. Once Council has confirmed the goals for addressing the supply and affordability of housing, the next step would be for staff to provide more detailed information and a discussion of the pros and cons of pursuing each potential strategy, for further discussion and direction.

The following provides an overview of future strategies Council could consider.

A. Zoning:

Arguably the District's zoning needs to catch up with the times. Zoning can affect the amount, type, location and cost of housing in the community. Adjusting regulations within the zoning bylaw is perhaps the central lever that Council controls which can affect the supply and cost of housing over time. Some examples of zoning changes that could be explored include:

1. **Option: flip the status to put housing first (reduce B&B and increase ARDU zoning) – explore changing residential zones to make ARDU's an outright accessory use, and make a site-specific zoning amendment necessary for creating more short-term rentals instead.**

Currently, as mentioned above, commercial tourist accommodation use (a B&B) is an outright secondary use permitted in most residential zones in the District. At the same time, an Accessory Residential Dwelling Unit (ARDU) is not generally permitted; this accessory use would require a rezoning application. A handful of properties have successfully made application and rezoned to allow an ARDU for long-term accommodation.

An ARDU unit – also known as a cabin – provides a different type of housing unit than a secondary suite. By definition secondary suites are attached within the main house. A cabin for a renter or family member provides for a little separation and outdoor space, adding a different and often more livable long-term housing situation.

This is not to suggest that STR's be "banned"; the zoning could acknowledge those existing licensed B&B's but contain their further spread.

2. **Option: seek to create a diverse mix of residential zoning designations for different sizes and types of long-term residential housing, and apply a policy of seeking a majority of long-term housing within each new development.**

As properties within town come forward with rezoning applications, prioritize housing and more affordable forms of housing.

3. **Option: explore adding long-term ARDU housing as a permitted accessory use on properties already zoned for guest cabin accommodation.**

As we have seen during the pandemic, at times it may be more desirable for an owner of tourist accommodation to instead use it for residential housing. Such units are already dwellings built to code for long-term occupancy, with parking on site. If an owner wishes to lease a cabin to a long-term tenant, then that's one more resident housed.

4. **Option; clarify within the zoning bylaw and/or business licensing bylaw that the property must be the principal residence of the business licence holder.**

The B&B use regulations have long specified that it is the full-time and present resident of the dwelling who operates and administers the B&B. In other words, clarify within the bylaws that a tenant “manager” is insufficient to justify the accessory B&B use.

5. **Option: explore prioritizing housing within mixed-use buildings in the centre of town by removing resort condo as an outright permitted use.**

It has long been a policy to support more rental housing in the centre of town. The CS-2 zoning permits mixed-use multi-family (i.e., apartments above commercial uses) but also mixed-use resort condos. The CS-2 zoning would still allow *Hotel* and *Motel* uses, but this zoning change may encourage / protect the “apartment above the shop”.

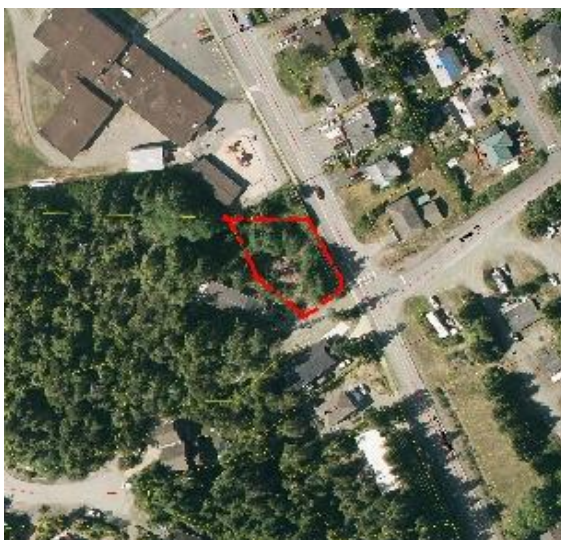
With any of these potential changes, a degree of public consultation and community input will be advisable and required. A greater degree of public engagement can raise awareness and acceptance of potential changes, but consequently takes more time and resources. Staff suggest that Council discuss and consider at a high level the degree of community input – early and/or ongoing - that might be appropriate with any potential options being explored.

B. Build Housing:

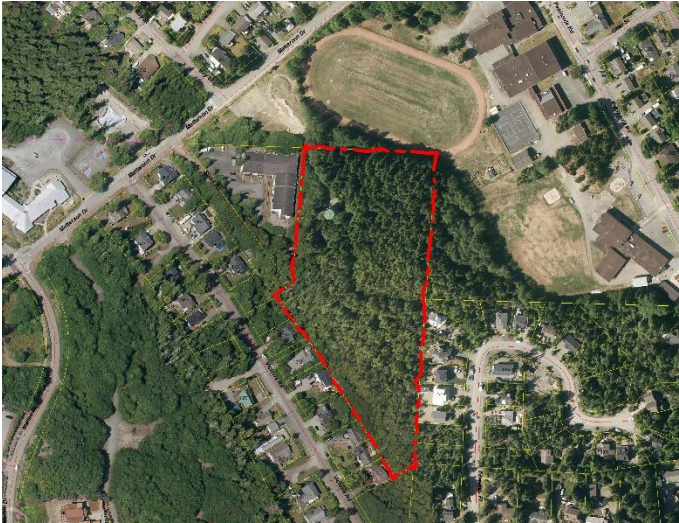
Option: explore, within the 5-year financial plan, funding capacity for one or more affordable housing projects on District-owned land.

The District of Ucluelet is not a large land owner, but some municipally-owned properties may be suitable for constructing housing. The District could prioritize these lands for strategically developing housing stock to fill the most critical gaps identified in the Housing Need Assessment (HNA). This may mean partnering with not-for-profit housing developers. Some lands that may be considered (and that have been previously identified and discussed at different points) include:

1. Peninsula Road at Alder Street. This property is next door to the elementary school and may be suitable for 3 or 4 townhouses; an affordable housing project at this location might prioritize single parents, seniors, etc. (again, the need to be identified from the HNA).



2. Matterson reservoir site. This is a large, treed property that could be an option for developing affordable ownership and affordable rental units. Access, servicing and subdivision would all be precursors to developing housing. The location is adjacent to both schools and the community centre. Park dedication and habitat values would also be key considerations.



3. Forbes Road behind public works yard. This District lot would need water and sewer services extended to it, and grading work to level the site. Located within the light industrial area, but also adjacent to the Tugwell Fields park, this might be most suitable for temporary worker and/or contractor housing.



In all cases, for the above or other sites, the development of new housing infrastructure would require that the District undertake steps of:

- confirming the housing program and affordable housing goals;
- site selection (and confirmation of highest and best use);
- site analysis and feasibility testing;
- business case and confirmation of funding and/or partnerships;
- design and construction management;
- site servicing;
- construction;
- commissioning and ongoing maintenance; and (significantly),
- qualifying and vetting potential buyers and/or renters against affordable housing criteria.

These types of projects are not quick and require groundwork to ensure the financing and project success. Any such project would be informed by the results of the community Housing Need Assessment currently underway.

C. Build Housing Capacity:

The District is not alone facing these housing challenges. As the West Coast Housing Need and Demand study will illustrate, these challenges are being seen across the region. Working together with regional partners and communities, particularly on the servicing and supply side of the housing equation, will take time but holds promising win/win benefits for all communities. Some strategies that Council might consider include:

1. Option: explore the potential and lobby regional agencies for the creation of a West Coast Housing Authority.

As affordable housing units come on stream, recognize that the ongoing management of these community assets is itself a job. Individually, small local municipal and First Nation governments of the West Coast do not currently contain the capacity to take this on. Plus, the job of qualifying housing applicants and managing housing assets is not a side-of-desk job. Pooled resources could provide the best value to all West Coast communities in delivering affordable housing. This could take the form of:

- a. a new regional service provided by the Alberni-Clayoquot Regional District;
- b. a servicing agreement for contracted services provided by one localized service provider (e.g., Tofino Housing Corp. or other); or,
- c. a contracted regional service provided by either a for-profit or not-for-profit housing consultant.

2. Option: invite conversations at the staff and elected official levels with the Toquaht Nation and Yuułu?i?ath Government about mutual housing challenges and opportunities. Key starting points may be identifying where there are shared community values and goals, and alignment of housing needs and capacities. An eye to identifying shared efficiencies in delivering services and infrastructure could benefit all partners.

Under the section discussing the regional context with our neighbours, reconciliation and relations with indigenous communities, the draft 2020 OCP includes the policy 1.4, *“seek opportunities for mutual benefit when exploring topics of housing, economic development, transportation, utilities, tourism, emergency services and other matters which affect the wellbeing of our communities”*. That the 2021 Housing Need Assessment is being completed as a collaborative partnership among all local government and indigenous communities on the West Coast is evidence that there is recognition and willingness to tackle our community issues such

as housing in a coordinated effort. Opportunities exist for working together to re-balance the local housing supply, create appropriate housing options for all community residents and also to create sustainable local economic development opportunities.

Process and Financial Implications:

Addressing community housing challenges will not be a single project or a one-time initiative. This should be approached as an ongoing area of service and adaptation within the community (see also 2018 report in **Appendix 'A'** for further context and background). As mentioned above, individual pieces may resolve as line items in the municipal Budget and 5-year Financial Plan. Other efforts will be tackled as part of core services and could at times affect all municipal departments – specifics will become clear as we get further down the path. As the community evolves the demand for services – including around housing – will increase and it can be expected that additional resources will become necessary. At this point, staff are seeking high-level Council direction; detailed decisions and supporting analysis will need to follow to ensure that these efforts are adequately resourced.

OPTIONS REVIEW AND NEXT STEPS:

It is recommended that Council consider providing direction on the goals for short- and long-term housing initiatives as described at the outset of this report. Staff would follow up with more detailed reports on the following for specific strategies, including:

- background, and experiences of other communities;
- budget implications;
- pros and cons;
- processes for public input; and,
- draft bylaws,

based on Council's direction on strategic housing initiatives.

Alternatively, Council could receive this report for information and revisit this discussion when the results and recommendations of the 2021 West Coast Housing Need Assessment are received later this fall.

Respectfully submitted: Bruce Greig, Director of Planning
John Towgood, Municipal Planner
Duane Lawrence, Chief Administrative Officer



STAFF REPORT TO COUNCIL

Council Meeting: June 26, 2018

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: BRUCE GREIG, MANAGER OF COMMUNITY PLANNING

FILE NO: 6480-20-2018-OCF

SUBJECT: UCLUELET OCP – HOUSING ACTION PLAN

REPORT NO: 18-65

RECOMMENDATIONS:

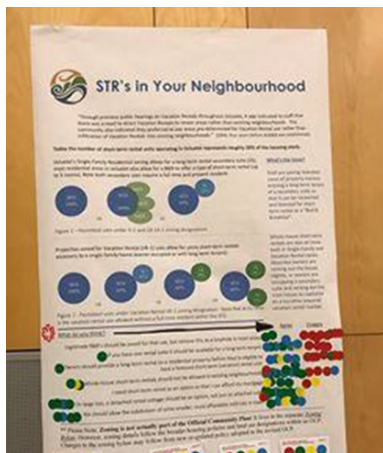
1. **THAT** Council provide feedback on the actions listed in the draft 2018 Housing Action Plan; and,
2. **THAT** the District proceed with commissioning a Community Housing Needs Assessment to analyze the current and emerging housing needs, identify gaps in the spectrum of existing and planned housing supply, and assist in identifying housing priorities in Ucluelet.

PURPOSE:

To provide Council with a brief background and preview of OCP housing discussions - plus a draft of potential short-term housing actions - and to seek direction on the immediate task of commissioning a Housing Needs Assessment.

Background:

Throughout the engagement of the Ucluelet Official Community Plan Update, initiated in 2016, a primary area of concern recognized by community members, staff and Council has been a suite of issues surrounding the supply and affordability of housing. During community consultation in March, housing was a key topic area and generated excellent discussion and feedback. Staff consider it timely to prompt further discussion focused on housing as the draft OCP takes shape. At the same time, other current community discussions could be informed by a clear picture of what the municipality is doing in this area. It is also timely to consider a series of short-term tasks to move forward on addressing these issues.



The 2016 Census counted a resident population of 1,717 people in Ucluelet, and a total of 735 occupied private dwellings. Gathered from the census data over the past ten years, Ucluelet has experienced 1.36% annual population growth, or 23 new residents per year; this could be considered strong, positive growth.

Over the same period, visitor growth and non-resident home ownership has also expanded considerably (though the numbers are not captured by the census). The advent of on-line advertising and bookings for short-term vacation rentals is depleting the supply of rental housing available to long-term residents in Ucluelet (and many other communities in BC). This is having a negative effect on both business viability and community well-being.

Over the past year the District has actively monitored and enforced its bylaws on short-term vacation rentals. Approximately 130 short-term rental units are active in the municipality, many in existing residential neighbourhoods. A number of long-term rental units, including secondary suites, have been converted to short-term rentals, displacing this supply of vital housing stock.

In April of 2018, the provincial government introduced two new pieces of legislation affecting how local governments address housing issues. Bill 18 will require local governments to commission a housing needs assessment within 3 years, and update the report every 5 years thereafter. It is expected that a completed needs assessment report will be a pre-requisite to provincial grant funding for affordable housing projects. Bill 23 will enable local governments to designate properties in their zoning bylaws exclusively for rental housing. This spring the federal government has announced new funding for affordable housing, including making land available to municipalities for the development of new affordable housing units. The details of these new regulations and funding have yet to be announced.

DISCUSSION: In response to the current housing situation, staff propose that the District pursue the following short-term housing action plan. Subject to Council approval of 2019 and 2020 budgets, the following actions are expected over the next two years:

2018 Short-Term Housing Action Plan:

1. Continue the program to actively monitor and enforce short-term rentals;
2. Commission a community Housing Needs Assessment report;
3. Explore the feasibility of creating temporary seasonal employee housing on municipally-owned property;
4. Look for opportunities to update the District's inclusionary zoning and density bonusing, particularly on lands previously designated as Comprehensive Development under a Master Development Agreement, to ensure a mix of affordable housing types are delivered with each phase of new development in the community;
5. Explore and seek community input on zoning amendments to:
 - a. ensure that the first rental unit on single-family residential lots is for long-term tenancy, with any additional short-term rental uses to depend on the continued existence of the long-term rental;
 - b. remove standalone short-term rental of single-family homes from the VR-2 zoning designation;
 - c. add options for infill of compact, more affordable units in existing and new neighbourhoods (e.g., small lots, rental cottages, etc.);
6. A number of federally-owned former Parks Canada and RCMP employee housing lots are now designated *Institutional* on the Schedule A Land Use Plan; create a new institutional Community Residential zoning designation for these properties, clarifying the community expectation for the future conversion of these lands to a possible variety of community care, shelter, supportive and affordable housing uses;
7. Explore the use of the new rental zoning powers proposed in Bill 23;
8. Explore the use of Development Cost Charges for affordable housing;
9. As a follow-up to the needs assessment, develop a municipal Affordable Housing Strategy – identifying the best focus of municipal resources when addressing housing issues; and,
10. Develop a District land and development strategy and explore the options for an ongoing affordable housing program.

It is expected that these actions would be revisited in a 2020 amendment to fine-tune the OCP. Meanwhile, these actions would enable the District to better understand the dynamics of the housing market and supply in Ucluelet, and also allow the municipality to be proactive on balancing the community housing needs as new development occurs.

Process, Timeline and Financial Implications:

A. Housing Needs Assessment:

Staff are presently working on the draft updated OCP chapters and maps. Engaging a consultant to get started on a Housing Needs Assessment does not need to wait to follow adoption of an updated OCP bylaw. Staff consider this a clear next step and recommend pursuing the assessment as soon as possible. The needs assessment will be a pre-requisite to upcoming provincial grant opportunities, and is expected to become a legislated requirement in the near future. The results of the needs assessment will also provide a solid background to help in the analysis of future rezoning proposals which may affect the amount and diversity of housing supply in the community.

The cost to complete a needs assessment is estimated to be approximately \$20,000. The funding of the needs assessment could be accommodated within the current allotment for the OCP project and other consulting in the 2018 budget. As an alternative, Council could wait to see if provincial grant funding is announced in September (as rumoured) to assist municipalities in undertaking these housing needs assessment reports.

Any additional costs for other tasks which fall outside the regular Planning operating budget would be brought forward to Council for consideration in its budgeting process.

B. Other Tasks:

The other tasks listed are either already underway or could be tackled in the work program over the next two years. As the draft OCP is coming together, staff see the document as a complete and current plan but with a number of areas to be expanded in the short term. Staff anticipate a near-term revision to the OCP to enable the District to adopt a comprehensive “2020 vision” looking at a 30-year horizon to 2050. The proposed housing action plan would provide a number of elements to build toward this.

OPTIONS REVIEW:

1. **THAT** Council provide feedback on the actions listed in the draft 2018 Housing Action Plan; **(Recommended)** and,
2. **THAT** the District proceed with commissioning a Community Housing Needs Assessment to analyze the current and emerging housing needs, identify gaps in the spectrum of existing and planned supply, and assist in identifying housing priorities in Ucluelet. **(Recommended);** or,
3. **That** Council defer action on a Housing Needs Assessment until the province has clarified what funding will be available, if any, to assist municipalities with this work.

Respectfully submitted: Bruce Greig, Manager of Planning
John Towgood, Planner
Mark Boysen, Chief Administrative Officer



STAFF REPORT TO COUNCIL

Council Meeting: SEPTEMBER 21, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: DONNA MONTEITH, CHIEF FINANCIAL OFFICER

FILE NO: 1700-02

SUBJECT: FIVE YEAR FINANCIAL PLAN MEETING SCHEDULE (2022-2026)

REPORT NO: 21-132

ATTACHMENT(S): APPENDIX A - FIVE YEAR FINANCIAL PLAN MEETING SCHEDULE (2022 – 2026)

RECOMMENDATION(S):

1. **THAT** Council approve the 2022 Five-Year Financial Plan Meeting Schedule for the years 2022 to 2026 as presented.

PURPOSE:

The purpose of this report is to seek approval from Council on the proposed meeting plan outline to complete the 2022 to 2026 Financial Plan (**Appendix A**).

BACKGROUND:

In accordance with Section 165 of the *Community Charter*, a municipality must have a financial plan that is adopted annually, by bylaw, before the annual property tax bylaw is adopted. The annual property tax bylaw must be adopted before May 15th each year.

The financial planning period is five (5) years and must set out the objectives and policies of the municipality in relation to each of the funding sources and the distribution of property tax values for each of the classes that are subject to taxation, as well as permissive tax exemptions.

Further, under Section 166 of the *Community Charter*, a council must undertake a process of public consultation regarding the proposed financial plan before the bylaw can be adopted.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

The time requirements for holding special council meetings to discuss the 2022-2026 Financial Plan is attached as **Appendix A**.

OPTIONS REVIEW:

1. **THAT** Council approve the 2022 Five-Year Financial Plan Meeting Schedule for the years 2022 to 2026 as presented. (**Recommended**)
2. **THAT** Council provide alternative direction to staff.

Respectfully submitted: Donna Monteith, Chief Financial Officer
Duane Lawrence, Chief Administrative Officer

Appendix A

District of Ucluelet Five-Year Financial Plan (2022 – 2026) **Draft Meeting Schedule**

November 18, 2021, Thursday, 2:00

- Capital Project review and prioritization

December 9, 2021, Thursday, 4:00

- Operations review

February 3, 2022, Thursday, 4:00

- Review Operations and Capital
- Confirm new budget items
- Refer draft budget to public input period

Feb 4 - Feb 25, 2022, Public Input Period

- All Budget-related materials will be available on website and public input can be submitted via email at communityinput@ucluelet.ca

Mar 3, 2022 Thursday, 4:00

- Council receives official feedback
- Directs staff to prepare bylaws

Mar 8, 2022 – Tuesday, Regular Council Meeting, 3:30pm (tentative)

- Five Year Financial Plan Bylaw – Readings
- Tax Rates Bylaw – Readings

Mar 22, 2022, Tuesday, Regular Council Meeting, 3:30pm (tentative)

- Five Year Financial Plan Bylaw – Adoption
- Tax Rates Bylaw – Adoption

NOTE: Bylaw's must be adopted prior to May 15, 2022

For information on how to participate please go to <https://ucluelet.ca/community/district-of-ucluelet-council/communicating-with-council>

Questions and input may be sent to communityinput@ucluelet.ca at any time.



STAFF REPORT TO COUNCIL

Council Meeting: September 21, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES **FILE NO:** 1855-03
SUBJECT: DISTRICT OF UCLUELET WATER TREATMENT SYSTEM UPGRADE PROJECT **REPORT NO:** 21-125
ATTACHMENT(S): APPENDIX A – GRANT ANNOUNCEMENT

RECOMMENDATION(S):

There is no recommendation. This report is for information only.

PURPOSE OUTCOME:

The purpose is to provide details about the District of Ucluelet Water Treatment System Upgrade project and recent funding announcement.

DISCUSSION:

District of Ucluelet - Water Treatment System Upgrades project

The District of Ucluelet Water Treatment System project (the “Project”) involves:

1. Improvement to the Lost Shoe Creek Wellfield to include filtration for manganese removal, to meet the new maximum allowable concentration set in the Guidelines for Canadian Drinking Water (Health Canada, 2019) and additional disinfection measures required for Groundwater at Risk of Containing Pathogens;
2. Improvements to the Mercantile Creek water source to include filtration which will bring the source into compliance with Island Health’s treatment requirements; and
3. The construction of a third reservoir located near the existing Highway Reservoir to increase storage capacity.

This Project is forecast to meet the water demands for the District of Ucluelet, Yuułu?i?ath, and some areas in Area C for the next 20 years. The Project is also expected to address ongoing issues with water discoloration and quality.

Project Costs

At the time of the grant application in early 2020, the Project’s overall cost was estimated at \$9,600,000.

On August 20, 2021, the Governments of Canada and British Columbia awarded the District \$7,039,680 in funding for the Project through Investing in Canada Infrastructure Program’s Green Infrastructure Stream (the “ICIP”). This grant covers 73.33% of the estimated cost; the maximum funding amount allowed.

Loan Authorization

Since the ICIP grant only covers 73.33% of the Project and Staff have recommended borrowing the remaining capital, a Loan Authorization Bylaw is required.

As a precursor to applying to ICIP for funding, Council gave three readings to District of Ucluelet Loan Authorization Bylaw No. 1268, 2020 (the "Bylaw") in March of 2020. If adopted, this Bylaw would authorize the borrowing of up to \$2,560,320 over a term of 30 years. Adoption of this Bylaw would be subject to Municipal Inspector and electoral approval.

More than a year has passed since project costs were estimated. Staff are therefore working to confirm project costs before referring the Bylaw to the Municipal Inspector for approval. Considering the current building and construction market Staff anticipate that construction costs have likely increased since the original costs estimates were completed.

Next steps, including timelines and options for electoral approval, will be addressed in an upcoming report to Council.

OPTIONS REVIEW:

There is no recommendation. This report is provided for information only.

Respectfully submitted: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES
DUANE LAWRENCE, CHIEF ADMINISTRATIVE OFFICER.

Backgrounder

Canada and British Columbia invest over \$110 million in 14 drinking water, wastewater and stormwater infrastructure projects to provide reliable services to communities

The Government of Canada and the Province of British Columbia are investing \$110.3 million in 14 water and wastewater projects through the Investing in Canada Infrastructure Program's Green Infrastructure Stream. Canada is contributing more than \$60.2 million, conditional on requirements related to consultations with Indigenous groups being met. British Columbia is contributing more than \$50.1 million. Project recipients are investing over \$40.1 million in total.

Project Information:

Community	Project Name	Project Details	Federal Funding	Provincial Funding	Recipient Funding
100 Mile House	Wastewater Treatment Plant Upgrades	Upgrade the district's wastewater treatment plant to increase capacity to manage wastewater and improve effluent quality	\$409,524	\$341,236	\$273,051
Capital Regional District	Magic Lake Estates Wastewater Upgrades	Upgrade existing pump stations, install a new pump station and force main, decommission an old plant, and expand the Schooner wastewater treatment plant	\$3,083,740	\$2,569,526	\$2,056,084
Cowichan Valley Regional District	Saltair Water Treatment Expansion Project	Install two new treatment units and a micro-hydro turbine to increase capacity to treat drinking water and reduce energy consumption	\$2,142,400	\$1,785,154	\$1,428,446
Grand Forks	Stormwater System Management and Treatment Improvements	Upgrade the downtown stormwater system and incorporate rain garden and other infrastructure to address flooding and improve storm water management,	\$1,859,732	\$1,549,621	\$1,239,977
Kelowna	Septic System Elimination and Sewer Connection Project	Replace the septic system in three areas with a new sewer system to better convey sewage to the existing wastewater treatment plant	\$4,928,000	\$4,106,256	\$3,285,744

Regional District of Kootenay Boundary	Columbia Pollution Control Centre Upgrade to Secondary Treatment Construction and Commissioning	Upgrade the wastewater treatment facilities, including new headworks facilities, new primary and secondary treatment systems, new ultraviolet disinfection system, upgraded biosolids handling, and other works	\$25,154,800	\$20,960,237	\$16,771,963
Nakusp	Wastewater Treatment Plant Optimization Project	Upgrade the wastewater treatment plant headworks, aeration system, and sludge management system to improve wastewater quality for environmental purposes and meet regulatory compliance	\$540,000	\$449,955	\$360,045
District of North Vancouver	Reduction of Inflow and Infiltration Program - Lynn Valley	Increase the capacity to manage wastewater with rehabilitation of sewer pipes to reduce the frequency of overflows and reduce system operating costs.	\$2,000,000	\$1,666,500	\$1,333,500
Port Clements	Wastewater System Upgrading	Construct a new aerated wastewater treatment lagoon system to replace the current, out of date system	\$1,370,332	\$1,141,829	\$913,671
Regional District of Okanagan-Similkameen	Missezula Lake Water System Upgrades	Install a new water treatment facility to address boil water advisories, meet regulatory requirements, and improve environmental flows	\$916,104	\$763,343	\$610,813
Revelstoke	Wastewater Treatment Facility Upgrade	Upgrade the wastewater treatment plant to improve the level of treatment, increase capacity and control odours, including a new treatment process, a new partitioning and aeration improvements, a new lagoon cover, and other related work.	\$5,359,200	\$4,465,553	\$3,573,247
Stewart	Wastewater Treatment Facility Upgrades	Construct a new rapid infiltration basin and perform associated works to increase system capacity and efficiency, and to reduce algae growth in lagoons and potential overflow into Bear River	\$451,120	\$375,895	\$300,785

Ucluelet	Water Treatment System Upgrades	Add a water treatment plant, filtration, and a third reservoir to the Ucluelet drinking water system to improve treatment, increase drinking water storage capacity, and increase access to potable water	\$3,840,000	\$3,199,680	\$2,560,320
Vancouver	Hastings Sunrise Sewer Renewal and Green Infrastructure Project	Replace the combined sewer with new separate sanitary and storm sewers in the Hastings Sunrise area to mitigate flooding, reduce sewer overflows into local marine waters and increase capacity.	\$8,182,684	\$6,818,221	\$5,455,805



STAFF REPORT TO COUNCIL

Council Meeting: September 21, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES

FILE No: 0550-01

SUBJECT: DISTRICT OF UCLUELET SIGNING AUTHORITY

REPORT No: 21-131

ATTACHMENT(S): NONE

RECOMMENDATION(S):

1. **THAT** Council delegate District of Ucluelet signing authority to Duane Lawrence, Chief Administrative Officer.

PURPOSE:

The purpose of this report is to obtain Council direction regarding District of Ucluelet signing authority.

BACKGROUND:

Duane Lawrence was appointed the District of Ucluelet's Chief Administrative Officer (the "CAO") on August 30, 2021. As the CAO and in accordance with the District of Ucluelet Officer and Employees Bylaw No. 992, 2005 the Chief Administrative Officer is delegated authorization to act on behalf of the District and is responsible for:

- g) Supervise implementation of Council directives....*
- o) Authorize the use or budgeted purchase or sale of Municipality facilities, equipment and services and authorize the awarding of contracts for budgeted items;*
- t) Supervise the calling and awarding of tenders for the supply of materials, equipment, services or construction approved by Council....*
- u) Exercise whatever additional powers and discharge whatever additional duties and responsibilities Council from time to time may assign.*

It is a direct corollary of these powers and typical for a CAO to have signing authority for the Municipality which must be authorized by a resolution of Council.

These broad areas of authority are limited by the District of Ucluelet Procurement and Disposal Policy which notes that Department Heads must ensure that expenditures comply with the District's Financial Plan and limits Chief Administrative Officer's purchasing approval authority to \$100,000. Any purchases over this amount must be approved by Council.

OPTIONS REVIEW:

In the alternative to the recommended motion Council could also decline to appoint Mr. Lawrence as a District of Ucluelet authorized signatory at this time.

Respectfully submitted: Joseph Rotenberg, Manager of Corporate Services
Duane Lawrence, Chief Administrative Officer



STAFF REPORT TO COUNCIL

Council Meeting: September 21, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES

FILE NO: 0550-01

SUBJECT: REGULAR COUNCIL MEETING SCHEDULE CHANGE

REPORT NO: 21-130

ATTACHMENT(S): NONE.

RECOMMENDATION(S):

1. **THAT** Council reschedule the October 26, 2021, Regular Meeting to October 25, 2021 at 5:00 PM.

PURPOSE:

The purpose of this report is to obtain Council direction regarding scheduling of an upcoming Regular Council Meeting.

BACKGROUND:

A Regular Meeting is scheduled for October 26, 2021, at 3:30 PM. The State of the Island Summit is scheduled to begin the following day in Nanaimo.

Staff received a request to reschedule the October 26th meeting to October 25th to allow for additional travel time to the convention.

A Council motion is required to reschedule this meeting. If the meeting is rescheduled, Staff will provide notice of this change.

OPTIONS REVIEW:

In the alternative to the recommended motion, Council could decline to reschedule the October 26, 2021, Regular Meeting or reschedule it to another date and time.

Respectfully submitted: Joseph Rotenberg, Manager of Corporate Services
Duane Lawrence, Chief Administrative Officer



STAFF REPORT TO COUNCIL

Council Meeting: Sept 21, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES

FILE NO: 0550-20

SUBJECT: RESOLUTION TRACKING – AUGUST 2021

REPORT NO: 21-138

ATTACHMENT(S): APPENDIX A: RESOLUTION TRACKER

RECOMMENDATION(S):

There is no recommendation. This report is provided for information only.

PURPOSE:

The purpose of this report is to provide Council with a monthly status update on resolutions that have been adopted by Council.

BACKGROUND:

The resolution follow-up status categories are:

- Assigned – action has not yet commenced;
- In Progress – action has been taken by Staff; and,
- Complete – action has been completed.

Items will be removed from the list after actions are shown once as being completed.

OPTIONS REVIEW:

1. There is no recommendation. This report is provided for information only. **(Recommended)**
2. **THAT** Council provide alternative direction to Staff.

Respectfully submitted: Joseph Rotenberg, Manager of Corporate Services
Duane Lawrence, Chief Administrative Officer

Date	Meeting Item Description	Resolution	Description	Department Responsible	Follow-Up Status
September 25, 2018	Lease with Ucluelet & Area Historical Society	THAT Council approve recommendation 1 of report item, "Lease with Ucluelet & Area Historical Society", which states: THAT Council enter into a lease agreement with the Ucluelet and Area Historical Society that is similar to their original Provincial Lease #111228 – Block A District Lot 1507, Clayoquot Land District for approximately 2.4 hectares	Meet with UAHS looking at options. UAHS to get back to Ms. Fortune to confirm the direction they would like to proceed	Parks & Recreation	In Progress: Met with Historical Society January 2021 - waiting for feedback on the lease.
May 14, 2019	Zoning Amendment, Housing Agreement & DVP (354 Forbes Road)	THAT Council, with regard to the proposal to renovate the building on Lot 17, District Lot 281, Clayoquot District, Plan VIP76147 (354 Forbes Road) and request for zoning amendments to permit commercial tourist accommodation on the property: give third reading to the "District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1248, 2019"; give third reading to the "Ucluelet Housing Agreement Bylaw No. 1249, 2019"; and issue Development Variance Permit DVP19-03	Bring Bylaw No. 1248 & No. 1249 for adoption, once all subject to conditions being met	Planning	In Progress - waiting for applicant to meet conditions prior to adoption
December 10, 2019		THAT Staff provide Council with options for rejuvenating the Frank Jones Memorial site.	Staff to provide Council with options for rejuvenating the Frank Jones Memorial site	Parks & Recreation	In Progress - This will be part of overall master plan for Tugwell Field Area - Planning 2021
January 14, 2020	Zoning Bylaw Amendment for 2100 Peninsula Road	THAT staff prepare a report that identifies options for the regulation of odor and noise, including a covenant	Staff to prepare a report	Planning	File closed at applicant's request.
January 14, 2020		THAT Staff work with Black Rock Oceanfront Resort & Spa to identify unique solutions for navigation to the resort	A.) Staff to incorporate options for directional landmarks in designs for Peninsula Road B.) Staff to follow up with Black Rock to discuss options for appropriate directional signs	Planning	Assigned
February 11, 2020	West Coast Multi-Use Path Extension Bruce Greig, Manager of Community Planning West Coast Multi-Use Path Extension	THAT the District of Ucluelet make application to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development to expand Licence of Occupation File 1407317, to allow for the extension of the West Coast Multi Use Path and other associated utility uses, between the existing Multi Use Path and Pacific Rim National Park Reserve	Apply to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development	Planning / Public Works	ACRD is the lead on this project.
March 12, 2020	Reporting and Request for Funding Letter from the Ucluelet Chamber of Commerce	THAT Council directs Staff to present a report that explores options for the use of the \$10,000 allocated to explore economic development options including the future location of Tourism Ucluelet	Draft report regarding future locations for Tourism Ucluelet	Planning	In Progress
March 12, 2020	Operating and Project Review - Draft 5 Year Financial Plan	THAT Council direct Staff to provide a report on options for investing the remaining Community Forest Funds that have not been allocated for the 2020 budget	Draft report	CAO	Assigned - Planning report Summer 2021
March 17, 2020	Water Treatment Loan Authorization Donna Monteith, Chief Financial Officer	THAT District of Ucluelet Loan Authorization Bylaw No. 1268, 2020 be given third reading and referred to the Inspector of Municipalities for approval	Staff to refer bylaw to the Inspector for Municipalities for approval	Administration / Finance	Assigned: Grant approved Aug/21. Staff reports on process in process.
June 23, 2020	District of Ucluelet Flood Mapping Project Bruce Greig, Manager of Community Services	THAT Council earmark the results of the flood mapping project for upcoming discussions in the Strategic Planning update and subsequent Budget preparations, for next steps to: update Emergency Preparedness plans; consider resiliency in long-term Asset Management planning; consider changes to development regulations, including a process for public consultation, as they relate to existing properties; and, consider new policy on future developments to avoid areas of flood risk.	Use report findings to update strategic planning, emergency preparedness plans, asset management planning, development regulations, policies related to development and subsequent budget preparation.	Administration	Assigned: this will be brought back during strategic and budget planning.
July 14, 2020	Audio Visual Upgrades for the Main Hall	THAT Council approve using up to \$60,000 RMI funds for Audio Visual (AV) upgrades to the Main Hall at the Ucluelet Community Centre.	Implement AV upgrades.	Parks & Recreation	In Progress - Final installation underway

Appendix A

October 13, 2020	Revised Covenant and Option to Purchase - Lot 13 Marine Drive Bruce Greig, Manager of Community Planning	THAT Council indicate that the offer to provide funding in the amount of \$320,000.00 to support the servicing and infrastructure of the development to reduce the cost of units to qualifying households would remain valid until September 1, 2025, and would be payable upon the owner obtaining a final occupancy permit for the last of the 33 houses to be built on the proposed lots.	Pay funds to the developer if and when occupancy permits are issued.	Finance	Assigned: Long Term Project Subject to Developer performance.
December 15, 2020	Development of "The Cabins" Properties in the Reef Point Area John Towgood, Planner 1	THAT Council authorize the following: a. discharge of Statutory Right-of-Way EL10355 from the Cabins Property, as defined in this report, at the time the subdivision is registered to redefine the parcel boundaries for the subject properties; and, b. removal of section 3.a from Statutory Right-of-Way EL10354 from the Lodge and the Staff Housing Property, as defined in this report, at the time the subdivision is registered to redefine the parcel boundaries for the subject properties; and,	Discharge and amend the Statutory Rights of Way at the appropriate time.	Planning	In Progress: to be completed at subdivision
March 23, 2021	Zoning Amendment: Lot 16 Marine Drive Bruce Greig, Manager of Community Planning	THAT Council Indicate to the applicant and the public that adoption of District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021, would be subject to registration of a Section 219 restrictive covenant on the title of the subject property to ensure, as a matter of public interest, that the following conditions and offers be satisfied as the property is subdivided and developed: a. construction and development of the rental apartment building on proposed Lot 'A' (the "Apartment site") be in the first phase of the development; b. dedication of a 10m wide park greenbelt along the eastern (Victoria Drive side) boundary of the property, as proposed; c. dedication of a park area of approximately 1,300m ² on the western (Marine Drive) side of the property, as proposed; d. registration of a greenspace covenant on a 10m wide strip along the Marine Drive frontage of the subject property to retain vegetation and preclude driveway access along this road corridor, as proposed; e. extension of the proposed new road to connect to Victoria Drive in the general location as shown in Figure 7 of the staff report; f. vehicle access to the proposed Lot 'B' ("Townhouse site") be from the new internal road only; g. the proposed amenity contributions of \$1,000 per multi-family unit or single-family lot be payable prior to approval of a subdivision plan creating the corresponding development parcels; h. the proposed transfer of ownership of one small serviced residential lot to the District at the time of subdivision approval; i. registration of the Housing Agreement on the title of proposed Lot 'A' (the "Apartment site") at the time of subdivision approval to ensure that the apartments are rental tenure only and will not be subject to strata conversion; and j. despite the zoning of proposed Lot 'A', the maximum building height be limited to 11m (3 storeys) unless first approved by the District Council upon submission of detailed architectural plans.	Draft and provide covenant after 3rd reading and prior to adoption of bylaw.	Planning	Complete
April 14, 2021	Request to Open Florencia Drive and Re-Commissioning Municipal Services to Signature Circle; Onni Group Bruce Greig, Manager of Community Planning	THAT Council direct staff to continue discussions with the Ministry of Transportation and Infrastructure to understand the Ministry's requirements for ensuring traffic safety at the intersection of Florencia Drive and Peninsula Road.	Continue discussions with the Ministry of Transportation and Infrastructure to understand the Ministry's requirements for ensuring traffic safety at the intersection of Florencia Drive and Peninsula Road.	Planning	In Progress
April 14, 2021	Request to Open Florencia Drive and Re-Commissioning Municipal Services to Signature Circle; Onni Group Bruce Greig, Manager of Community Planning	THAT Council direct staff to work with the District Engineers to prepare a report on the cost and timing of providing the requested flushing, testing and re-commissioning of water, hydrant and sewer services for the Signature Circle subdivision, and any changes necessary to current work plans or budget necessary to accommodate the request;	Present a report regarding the cost and timing of providing the requested flushing, testing and re-commissioning of water, hydrant and services for Signature Circle.	Public Works	In Progress
April 27, 2021	Matterson Drive Speeding Concern Warren Cannon, Manager of Operations	THAT Council direct Staff to install the removable rubber speed calming device, initially purchased for the school zone area improvement project, west of Victoria Road along Matterson Drive; and, THAT Council direct Staff to purchase and install removable rubber raised crosswalk device at the crosswalk located along Matterson Drive east of Bay Street utilizing funds from the Community Works Fund (Gas Tax) estimated at \$12,000.	Install traffic calming devices along Matterson Drive.	Public Works	Complete
May 11, 2021	Temporary Use Permit TUP21-13 (636 Marine Drive) John Towgood, Planner 1	THAT Council authorize the issuance of Temporary Use Permit TUP21-13 for a period of six months, to allow for one seasonal RV camping spaces for local workers.	Issue TUP 21-13.	Planning	In Progress - waiting for applicant to meet conditions

Appendix A

May 11, 2021	Temporary Use Permit TUP21-15 (317 Forbes Road) John Towgood, Planner 1	THAT Council authorize the issuance of Temporary Use Permit TUP21-15 for a period of six months, to allow for 3 seasonal RV camping spaces for local workers.	Issue TUP 21-15.	Planning	In Progress - waiting for applicant to meet conditions
May 11, 2021	Temporary Use Permit TUP21-09 (1682 Peninsula Road) John Towgood, Planner 1	THAT Council authorize the issuance of Temporary Use Permit TUP21-09 for a period of six months, to allow for one (1) seasonal RV camping space for local workers.	Issue TUP 21-09.	Planning	In Progress - waiting for applicant to meet conditions
May 11, 2021	Temporary Use Permit TUP21-11 (2074 Peninsula Road) John Towgood, Planner 1	THAT Council authorize the issuance of Temporary Use Permit TUP21-11 for a period of six months, to allow for three (3) seasonal RV camping spaces for local workers.	Issue TUP 21-11	Planning	In Progress - waiting for applicant to meet conditions
May 11, 2021	Temporary Use Permit TUP21-12 (1947 St. Jacques) John Towgood, Planner 1	THAT Council authorize the issuance of Temporary Use Permit TUP21-12 for a period of six months, to allow for one seasonal RV camping space for local workers.	Issue TUP 21-12.	Planning	In Progress - waiting for applicant to meet conditions
May 25, 2021	Temporary Use Permit TUP21-06 (221 Minato Road) John Towgood, Planner 1	THAT Council authorize the issuance of Temporary Use Permit TUP21-06 for a period of six months, to allow for 8 seasonal RV camping spaces for local workers under the conditions that: a. each RV on the site be equipped with washroom facilities, toilet, sink and shower; b. if generators are used, they must be screened and safely located (fire hazard / exhaust discharge) in a way that mitigates the noise to any neighbouring property between the hours of 7 am and 8 pm; and c. prior to the permit being issued, the owners are required to provide the email and cell phone contact information for the person responsible for managing the worker housing sites.	Issue TUP 21-06	Planning	In Progress - waiting for applicant to meet conditions
May 25, 2021	Ucluelet Small Craft Harbour Rates Update & Information Abigail Fortune, Manger of Recreation & Tourism	THAT Council direct staff to present a report at the September 7, 2021 Harbour Authority Meeting that reviews current moorage rates.	Present report regarding moorage rates at September 7, 2021, Harbour Authority Meeting.	Parks & Recreation	Completed
June 15, 2021	Resolution Tracking - May 2021 Paula Mason, Administration Clerk	THAT staff provide a report to Council with options for the investment of Barkley Community Forest Funds at an upcoming Council Meeting.	Staff to provide report.	CAO	Assigned
June 15, 2021	Food Bank on The Edge - proposed new location Bruce Greig, Manager of Community Planning	THAT Council supports contributing to the project to offset site servicing and construction costs, with confirmation of the amount and source of funding to be determined in the 2022 budget process.	Bring forward during budget 2022 budget discussions.	Administration	Assigned
July 13, 2021	Endorsement of the 2023 Peninsula Road Safety and Beautification Project for Multiple Grant Applications John Towgood, Planner	THAT Council, with regard to the 2023 Peninsula Road Safety and Beautification Project as described in this report and shown in Appendix–A Peninsula Road Concept Drawings – July 6, 2021, direct Staff to: a) Apply for both the BC Active Transportation Grant and the Canadian Community Revitalization Fund. b) Prepare a letter of endorsement from the District of Ucluelet to the two grant funders to highlight the following points: i) That creating a safe and welcoming environment for people on foot and on bicycles in Ucluelet's commercial core is of high importance to the community and its livability. ii) That making this core area of Ucluelet's public realm more accessible is important to achieving the community's goal to be more inclusive and equitable. iii) That the proposed works are critical to safely integrate the expected increase in cycling traffic from the new Pacific Rim National Park Reserve's ?apsçik tá ïii multi-use pathway. iv) That the improvements in the project area's pedestrian and cycling movement and the beautification of the project area, would enhance the visitor experience and better support Ucluelet businesses. v) That the proposed improved and revitalized economic conditions that the project would create would be essential in helping the community rebound from the effects of COVID-19. c) Request letters of support for the grant applications from the Yuulu?ii?ath Government, the Ucluelet Chamber of Commerce, Parks Canada, and Tourism Ucluelet.	Submit grant applications.	Planning	Complete

Appendix A

August 17, 2021	British Columbia Social Procurement Initiative Karen Elliot, Mayor, District of Squamish, and Colleen Evans, Councillor, Campbell River	THAT Council direct Staff to request a presentation from representatives of the British Columbia Social Procurement Initiative.	Request a presentation from the Social Procurement Initiative.	Administration	Assigned
August 17, 2021	Contract Award - Village Green design & engineering services Bruce Greig, Director of Community Planning	THAT Council authorize Staff to enter into a consulting contract with Lanarc Consultants and Herold Engineering to complete the planning, design, tendering and construction management of the Village Green Revitalization project, for a maximum fee of \$149,955.	Enter agreement with Lanarc Consultants and Harold Engineering.	Planning	In Progress
August 17, 2021	1082 Peninsula Road - The Cabins at Terrace Beach: Development Variance Permit DVP21-02 & Development Permit DP20-17 Bruce Greig, Director of Community Planning	THAT Council authorize issuance of Development Permit 3060-20-DP20-17 and prior to the issuance of a building permit, the owner shall provide a report by a qualified consulting arborist – for review and approval by the District - assessing the potential impact on the root zones of adjacent trees (both on site and on adjacent properties). Recommendations should address whether the location or footprint of the cabins needs to be adjusted to ensure the long-term health of the trees, and any measures that would be necessary to reduce hazards within the proposed development and adjacent park.	Amend and issue DP20-17.	Planning	Complete
August 17, 2021	1082 Peninsula Road - The Cabins at Terrace Beach: Development Variance Permit DVP21-02 & Development Permit DP20-17 Bruce Greig, Director of Community Planning	THAT Council authorize issuance of Development Variance Permit 3090-20-DVP21-02.	Issue DVP 21-02.	Planning	Complete
August 17, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - Results of CoW Bruce Greig, Director of Community Planning	THAT Council indicate that adoption of District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021, would be subject to registration of a Section 219 restrictive covenant on the title of the subject property to ensure, as a matter of public interest, that the following additional offer be satisfied as the property is subdivided and developed: k. dedication of an additional 280m2 area of park land.	Draft and register applicable section 219 Covenant.	Planning	Assigned
August 17, 2021	June 22, 2021 Committee of the Whole	THAT Council adopt the June 22, 2021 Committee of the whole minutes as presented.	Print, sign and post minutes.	Administration	In Progress
August 17, 2021	June 29, 2021 Regular Minutes	THAT Council adopt the June 29, 2021, Regular Minutes as presented.	Print, sign and post minutes.	Administration	In Progress
August 17, 2021	July 13, 2021 Regular Minutes	THAT Council adopt the July 13, 2021, Regular Minutes as presented.	Print, sign and post minutes.	Administration	In Progress
August 17, 2021	Municipal Insurance Association of BC's 34th Annual General Meeting (Verbal Report) Joseph Rotenberg, Manager of Corporate Services	THAT Councillor Hoar be authorized to attend Vancouver Island Economic Alliance annual State of the Island Summit as a District of Ucluelet representative, in-person.	Register Councillor Hoar to attend and book accommodation.	Administration	In Progress
August 17, 2021	316 and 330 Reef Point Road: OCP Amendment Bylaw No. 1281 & Zoning Amendment Bylaw No. 1282 - Adoption Bruce Greig, Director of Community Planning	THAT District of Ucluelet Official Community Plan Amendment Bylaw No. 1281, 2020, be adopted.	Update, sign and file bylaw.	Administration	In Progress
August 17, 2021	316 and 330 Reef Point Road: OCP Amendment Bylaw No. 1281 & Zoning Amendment Bylaw No. 1282 - Adoption Bruce Greig, Director of Community Planning	THAT District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020, be adopted.	Update, sign and file bylaw.	Administration	In Progress
August 17, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - Results of CoW Bruce Greig, Director of Community Planning	THAT Council give second reading to District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021, as amended.	Update bylaw.	Administration	In Progress
August 17, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - Results of CoW Bruce Greig, Director of Community Planning	THAT Council refer District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021, to a Public Hearing.	Provide notice and conduct the public hearing.	Administration	Complete
August 17, 2021	OCP and Zoning Amendments: CD-5A and CD-6 Areas to RU Rural Residential Bruce Greig, Director of Community Planning	THAT Council give second reading to District of Ucluelet Official Community Plan Amendment Bylaw No. 1292, 2021.	Update bylaw.	Administration	Complete
August 17, 2021	OCP and Zoning Amendments: CD-5A and CD-6 Areas to RU Rural Residential Bruce Greig, Director of Community Planning	THAT Council give second reading to District of Ucluelet Zoning Amendment Bylaw No. 1293, 2021.	Update bylaw.	Administration	Complete
August 17, 2021	OCP and Zoning Amendments: CD-5A and CD-6 Areas to RU Rural Residential Bruce Greig, Director of Community Planning	THAT Council refer District of Ucluelet Official Community Plan Amendment Bylaw No. 1292, 2021, and District of Ucluelet Zoning Amendment Bylaw No. 1293, 2021, to a public hearing.	Give notice for the public hearing and conduct public hearing.	Administration	Complete
August 17, 2021	June 22, 2021 Committee of the Whole	THAT Council adopt the June 22, 2021 Committee of the whole minutes as presented.	Print, sign and post minutes.	Administration	Complete
August 17, 2021	June 29, 2021 Regular Minutes	THAT Council adopt the June 29, 2021, Regular Minutes as presented.	Print, sign and post minutes.	Administration	Complete
August 17, 2021	July 13, 2021 Regular Minutes	THAT Council adopt the July 13, 2021, Regular Minutes as presented.	Print, sign and post minutes.	Administration	Complete
August 17, 2021	Municipal Insurance Association of BC's 34th Annual General Meeting (Verbal Report) Joseph Rotenberg, Manager of Corporate Services	THAT Councillor Hoar be authorized to attend Vancouver Island Economic Alliance annual State of the Island Summit as a District of Ucluelet representative, in-person.	Register Councillor Hoar to attend and book accommodation.	Administration	Complete

Appendix A

August 17, 2021	316 and 330 Reef Point Road: OCP Amendment Bylaw No. 1281 & Zoning Amendment Bylaw No. 1282 - Adoption Bruce Greig, Director of Community Planning	THAT District of Ucluelet Official Community Plan Amendment Bylaw No. 1281, 2020, be adopted.	Update, sign and file bylaw.	Administration	Complete
August 17, 2021	316 and 330 Reef Point Road: OCP Amendment Bylaw No. 1281 & Zoning Amendment Bylaw No. 1282 - Adoption Bruce Greig, Director of Community Planning	THAT District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020, be adopted.	Update, sign and file bylaw.	Administration	Complete
August 17, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - Results of CoW Bruce Greig, Director of Community Planning	THAT Council give second reading to District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 , as amended.	Update bylaw.	Administration	Complete
August 17, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - Results of CoW Bruce Greig, Director of Community Planning	THAT Council refer District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 , to a Public Hearing.	Provide notice and conduct the public hearing.	Administration	Complete
August 17, 2021	OCP and Zoning Amendments: CD-5A and CD-6 Areas to RU Rural Residential Bruce Greig, Director of Community Planning	THAT Council give second reading to District of Ucluelet Official Community Plan Amendment Bylaw No. 1292, 2021.	Update bylaw.	Administration	Complete
August 17, 2021	OCP and Zoning Amendments: CD-5A and CD-6 Areas to RU Rural Residential Bruce Greig, Director of Community Planning	THAT Council give second reading to District of Ucluelet Zoning Amendment Bylaw No. 1293, 2021.	Update bylaw.	Administration	Complete
August 17, 2021	OCP and Zoning Amendments: CD-5A and CD-6 Areas to RU Rural Residential Bruce Greig, Director of Community Planning	THAT Council refer District of Ucluelet Official Community Plan Amendment Bylaw No. 1292, 2021, and District of Ucluelet Zoning Amendment Bylaw No. 1293, 2021, to a public hearing.	Give notice for the public hearing and conduct public hearing.	Administration	Complete
September 9, 2021	August 24, 2021, Special Council Minutes	THAT Council adopt the August 24, 2021, Special Council Minutes as presented.	Print, sign, file and post minutes.	Administration	In Progress
September 9, 2021	August 17, 2021 Regular Council Minutes	THAT Council adopt the August 17, 2021, Regular Council Meeting as amended.	Amend, print, sign, file, and post minutes.	Administration	In Progress
September 9, 2021	August 10, 2021, Special Council Minutes	THAT Council adopt the August 10, 2021 Special Council Meeting Agenda as presented.	Print, sign, file and post minutes.	Administration	In Progress
September 9, 2021	OCP and Zoning Amendments: CD-5A and CD-6 Areas to RU Rural Residential Bruce Greig, Director of Community Planning	THAT Council adopt District of Ucluelet Zoning Amendment Bylaw No. 1293, 2021 and, THAT Council adopt District of Ucluelet Official Community Plan Amendment Bylaw No. 1292, 2021.	Update and file bylaws.	Administration	In Progress



STAFF REPORT TO COUNCIL

Council Meeting: Sept 21, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: PAULA MASON, ADMINISTRATION CLERK

FILE NO: 1630-01

SUBJECT: CHEQUE LISTING – AUGUST 2021

REPORT NO: 21-133

ATTACHMENT(S): APPENDIX : DISTRICT OF UCLUELET AP CHEQUE LISTING

RECOMMENDATION(S):

There is no recommendation. This report is provided for information only.

PURPOSE:

The purpose of this report is to provide Council with a regular update on disbursed cheques.

BACKGROUND:

Finance staff have provided a detailed list of last month's cheque run attached as Appendix A.

POLICY OR LEGISLATIVE IMPACTS:

The cheque listing has been reviewed to ensure compliance with the *Freedom of Information and Protection of Privacy Act*. The names of individual's shown on the cheque listing are either employed with the District or contracted for the delivery of goods and services.

OPTIONS REVIEW:

1. There is no recommendation. This report is provided for information only.
(Recommended)
2. **THAT** Council provide alternative direction to Staff.

Respectfully submitted: PAULA MASON, ADMINISTRATION CLERK

Appendix A

AP Cheque Listing

Pay Date	Vendor #	Vendor Name	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-08-09	ACE92	ACE COURIER SERVICES	PRAIRIE COAST C370856	67.87		67.87	
2021-08-09	AGS11	NEXTGEN AUTOMATION	COPIER USAGE 6/29-7/28/21	536.07		536.07	
2021-08-09	AE500	ASSOCIATED ENGINEERING (B.C.) (LTD)	2017-2163.101 BENCH TESTING	13003.21		13003.21	
2021-08-09	BP940	BLACK PRESS GROUP LTD.	JUN/2021 ADS	1501.69		1501.69	
2021-08-09	MA952	BUREAU VERITAS CANADA (2019) INC.	WATER TESTING C151819	1928.33		2814.95	
			WATER TESTING C151994	270.9			
			SEWER TESTING C150664	344.82			
			WATER TESTING C153943	270.9			
2021-08-09	CN411	CITY OF NANAIMO	VIERA PROGRAM-LOC GOVERNMENT	294		294	
2021-08-09	CS334	CONTROL SOLUTIONS	Q3/2021 UCC MAINTENANCE CONTRACT	1155		1155	
2021-08-09	CE004	CORPORATE EXPRESS CANADA INC	BINDING CASES	41.35		797.73	
			NOTEBOOK REFILLS	111.4			
			CHAIRMAT/JOURNAL/PEN/POST IT/DRY ERAS	253.29			
			LAMINATING POUCH	100.34			
			PAD/CALCULATOR/FOLDERS/MARKERS/RUBBER BA	146.92			
			FRAMES	144.43			
2021-08-09	CKREX	CORTES KEVIN	REIMBURSEMENT-WASHROOM RENO	1970.67		1970.67	
2021-08-09	CUPE1	CUPE LOCAL #118	JUNE/21 DUES	1733.96		3328.19	
			JULY/21 DUES	1594.23			
2021-08-09	DFC01	DUMAS FREIGHT COMPANY	FROM CLEARTECH	435.75		435.75	
2021-08-09	DH143	DURWARD HEATHER	YOGA FITNESS	528		528	
2021-08-09	EB295	E.B. HORSMAN & SON	UCC-MATERIALS	631.96		747.63	
			LIFT STATION METER	115.67			
2021-08-09	FW050	FAR WEST DISTRIBUTORS LTD	HAND SOAP	37.02		740.36	
			GARBAGE BAGS/GLOVES/TOWELS	485.94			
			TISSUE ROLL/GARBAGE BAGS	217.4			

Pay Date	Vendor #	Vendor Name	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-08-09	FS004	FOUR STAR WATERWORKS	SUBMERSIBLE PUMP	2632		2632	
2021-08-09	HE701	HEROLD ENGINEERING LTD	1040014 CEDAR RD BOARDWALK DESIGN	704.01		4531.26	
			PROJ-1040016 AMPHITRITE CENTRE	3150			
			PROJ 1040015-WILD PACIFIC TRAIL	677.25			
2021-08-09	JD79	J & D WEAVER HOLDINGS LTD	HOUSE CHANGE	295.98		295.98	
2021-08-09	CK608	KASSLYN CONTRACTING	D786	3880.23		8456.19	
			D787	3204.23			
			D788	1371.73			
2021-08-09	KL923	KERDMAN LINDSAY	PILATES-JULY 2021	208		208	
2021-08-09	MAL51	McELHANNEY ASSOCIATES LAND SURVEYING LTD				7780	yes
2021-08-09	MF007	MINISTER OF FINANCE	V-VAC HANDLE REPLACEMENT	255.81		255.81	
2021-08-09	MISC	NICHOLAS JACOBSON	CAMP STOKED-SUMMER 2021	800		800	
2021-08-09	MISC	[REDACTED]	REFUN/FUN-A- THON WEEK	125		125	
2021-08-09	MISC	LYLE PERCEVAULT	CEDAR ROAD PARKING LOT	1873.05		1873.05	
2021-08-09	MISC	[REDACTED]	DAMAGE DEPOSIT RETURN	500		500	
2021-08-09	OCN01	OCN GARDEN CENTRE	UCC BEAUTIFICATION	425.14		1056.67	
			SCH-BEAUTIFICATION	631.53			
2021-08-09	PR725	PACIFIC RIM MARINE SEARCH & RESCUE SOC	Q2/2021 HARBOUR COLLECTIONS	4414.68		4414.68	
2021-08-09	PM110	PERFECTMIND	7/20/21-7/19/22-SUBSCRIPTION	3136		3136	
2021-08-09	PI110	PUROLATOR INC	BV LABS	98.99		197.93	
			BV LABS	98.94			
2021-08-09	RF001	RAINCOAST EDUCATION SOCIETY	ECO CAMP/SUMMER/21	4037.5		4037.5	

Pay Date	Vendor #	Vendor Name	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-08-09	NS003	SIGMUND, NORANND	YOGA CAMP	1140		1140	
2021-08-09	SBR01	SONBIRD REFUSE & RECYCLING LTD.	UCC JUN/21 GARBAGE	145.44		2738.15	
			52 STEPS JUN/21 GARBAGE	272.17			
			SCH JUN/21 GARBAGE	1368.4			
			WHISKEY DOCK JUN/21 GARBAGE	794.98			
			UVFB & UAC HALL GARBAGE JUN/21	157.16			
2021-08-09	SUN02	SUN LIFE ASSURANCE COMPANY OF CANADA	AUG/21 EAP	117.61		117.61	
2021-08-09	TC002	THORNTON CREEK ENHANCEMENT SOCIETY	Q2/HARBOUR COLLECTIONS	2180.54		2180.54	
2021-08-09	LEASE	UCLUELET CONSUMERS CO-OPERATIVE ASSN	AUG/21 LEASE	250		250	
2021-08-09	UP459	UCLUELET PETRO-CANADA	MAINTENANCE-2002 CHEVY SILVERADO	1104.85		1104.85	
2021-08-09	UR849	UCLUELET RENT-IT CENTER LTD	USAGE OF ELECTRIC COMPRESSOR	120.96		769.85	
			JULY/21 BOAT BASIN CAMPGROUND	570.15			
			AUTO CUT 25-2	78.74			
2021-08-09	UL500	ULINE CANADA CORPORATION	RUBBERMAID CONTAINER/SAFETY BATON	1279.38		1279.38	
2021-08-09	US001	URBAN SYSTEMS LTD.	1427.0009.01 AMPHITRITE POINT	20018.25		20018.25	
2021-08-09	VIE01	VANCOUVER ISLAND ECONOMIC ALLIANCE	MEMBERSHIP RENEWAL 7/21-6/22	278.25		278.25	
2021-08-09	WCS01	WCS ENGAGEMENT & PLANNING	JUNE/21 UCLUELET TOURISM PLAN	2869.13		2869.13	
2021-08-09	WP166	WINDSOR PLYWOOD - UCLUELET DIV.	BARN DOOR TRACK	109.74		3865.72	
			INNER BASIN OFFICE REPAIR	210.11			
			INNER BASIN MATERIALS	35.04			
			PW MATERIALS	1050.25			
			MAKITA BATTERY	302.4			
			PW LUMBER	674.36			
			SCH FISH CLEANING AREA	655.94			
			SCH BATHROOM REPAIR	87.83			
			FIREHALL MATERIALS	4.34			
			DOOR MATERIALS	684.3			

Pay Date	Vendor #	Vendor Name	Description	Invoice Amount	Hold Amount	Paid Amount	Void
			BATHROOM TAP	51.41			
2021-08-09	WP166	WINDSOR PLYWOOD - UCLUELET DIV.	LUMBER WPT	147.62		897.97	
			LUMBER WPT	184.52			
			LUMBER TOURISM SIGNAGE	73.81			
			BATHROOM PROJECT	388.85			
			SCH BEAUTIFICATION	36.04			
			MATERIALS	59.82			
			SPACKLE/PUTTY KNIFE	7.31			
2021-08-09	BR330	BLACK ROCK MANAGEMENT INC.	GRP:DUKEE CEDAR RD PARKING LOT	7167.95		7167.95	
2021-08-11	MAL51	McELHANNEY ASSOCIATES LAND SURVEYING LTD	BC ACTIVE TRANSPORT GRANT PENINSULA RD	8169		8169	
2021-08-11	EDG01	EDGETT EXCAVATING	HOLDBACK INVOICE 13032	9333.3		89016.17	
			HOLDBACK INVOICE 13205	13158.65			
			JOB#20-09 CEDAR RD PP#3	42983.58	4298.36		
			JOB#21-09 CEDAR RD PP#4	23073.98	2307.4		
			GST ONLY FOR HB ON INV 13032	466.66			
			HOLDBACK INVOICE 13512	4298.36			
			HOLDBACK INVOICE 13888	2307.4			
2021-08-11	MISC	PAUL W. CLARKE	CEDAR RD PARKING BOARDWALK	753.8		753.8	
2021-08-20	AJP15	ARCHIE JOHNSTONE PLG & HTG LTD.	HVAC REPAIR/MATERIALS	11177.99		11177.99	
2021-08-20	BDI01	BDI A DIVISION OF BELL MOBILITY INC.	IPHONES X2	224		224	
2021-08-20	BP940	BLACK PRESS GROUP LTD.	JUL/21 ADS	147.47		147.47	
2021-08-20	AS311	BUNZL CANADA INC.	CLEANING SUPPLIES	91.59		1224.42	
			BATTERIES FOR FLOOR MACHINE	1132.83			
2021-08-20	MA952	BUREAU VERITAS CANADA (2019) INC.	WATER TESTING C155986	270.9		615.72	
			SEWER TESTING C153880	344.82			
2021-08-20	CT002	CLEARTECH INDUSTRIES INC	SODIUM HYPOCHLORITE	790.44		454.44	
			CONTAINER RETURN	-336			
2021-08-20	CWR36	COKELY WIRE ROPE LTD	WPT STEEL CABLE	1075.2		1075.2	

Pay Date	Vendor #	Vendor Name	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-08-20	CE004	CORPORATE EXPRESS CANADA INC	OFFICE SUPPLIES LYCHE	223.84		671.05	
			OFFICE SUPPLIES LYCHE	143.2			
			OFFICE SUPPLIES LYCHE	181.41			
			OFFICE SUPPLIES LYCHE	122.6			
2021-08-20	DFC01	DUMAS FREIGHT COMPANY	TO CLEARTECH	183.75		183.75	
2021-08-20	dyn02	DYNAMIC RESCUE EQUIPMENT SALES LTD	ROPE RESCUE EQUIPMENT UFR	2366.33		2366.33	
2021-08-20	EB295	E.B. HORSMAN & SON	UFR MATERIALS	222.4		2927.71	
			SEWER LAGOON MATERIALS	1943.43			
			SEWER LAGOON MATERIALS	196.94			
			SEWER LAGOON MATERIALS	59.1			
			SEWER LAGOON MATERIALS	505.84			
2021-08-20	FW050	FAR WEST DISTRIBUTORS LTD	CLEANING PRODUCTS	925.08		1335.77	
			BATHROOM SUPPLIES	410.69			
2021-08-20	FSC10	FOUR STAR COMMUNICATIONS INC	ANSWERING SERVICES AUG/21	162.75		162.75	
2021-08-20	FS004	FOUR STAR WATERWORKS	HYDRANT WRENCH	529.76		529.76	
2021-08-20	HFE68	HUB FIRE ENGINES & EQUIPMENT LTD.	CAFS REPAIR RESCUE 1	5772.97		5772.97	
2021-08-20	IC130	INFOSAT COMMUNICATIONS	AUG/21 SAT PHONE	65.12		65.12	
2021-08-20	JAL42	JAL DESIGNS AND GRAPHICS INC.	BYLAW UNIFORMS	597.18		597.18	
2021-08-20	CK608	KASSLYN CONTRACTING	D789	4293.16		9312	
			D790	5018.84			
2021-08-20	KL923	KERDMAN LINDSAY	GYM AUG/21	2040		2040	
2021-08-20	L9436	LAIDLAW ANDY	JUL/21 TRAVEL	873.2		873.2	
2021-08-20	MEC01	MEC PROJECTS LTD	VFD#4 TERMINATION	89.25		89.25	
2021-08-20	MISC	SQUIRE MIKE	COUNCIL PRESENTATION-WATER	3732.37		3732.37	

Pay Date	Vendor #	Vendor Name	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-08-20	MISC		DANCE CAMP REFUND	75		75	
2021-08-20	MISC	KENT BRENDA	JULY DANCE CLASS	112		112	
2021-08-20	misc		BP17-48 SHELTER DEP RETURN	2500		2500	
2021-08-20	MISC		ROLL#128114 TAX OVERPYMT	1696.64		1696.64	
2021-08-20	MISC		ROLL#59000 TAX OVERPYMT	770		770	
2021-08-20	PB104	PIONEER BOAT WORKS	GUMBOOTS PW STAFF	242.55		242.55	
2021-08-20	PC650	PRAIRIE COAST EQUIPMENT	J.DEERE REAR BAGGER J.DEERE BUMPER	477.34 96.89		574.23	
2021-08-20	RID01	RIDGELINE MECHANICAL LTD	LOST SHOE CRK WELL 3 VFD WELL 3 DEFICIENCY HOLDBACK	105617.22 -3150	10561.72	91905.5	
2021-08-20	SC003	SHARE CANADA	NATRAKLENE	2572.13		2572.13	
2021-08-20	SBR01	SONBIRD REFUSE & RECYCLING LTD.	SCH GARBAGE JUL/21 52 STEPS GARBAGE JUL/21 WHISKEY DOCK GARBAGE JUL/21 PW GARBAGE JUL/21 PW LANDFILL FEE JUL/21 PW ADD'L GARBAGE JUL/21	1534.85 441.8 725.52 2018.2 30.03 193.48		4943.88	
2021-08-20	SA505	TECHNICAL SAFETY BC	ELECTRICAL PERMITS	1375.89		1375.89	
2021-08-20	UC142	UCLUELET CONSUMER'S CO-OPERATIVE ASSN	CARDLOCK JUL/21 UFR MISC ITEMS PW MISC ITEMS LYCHE COFFEE SUPPLIES PARKS PEST CONTROL GIFT CARDS LITTLE LEAGUE INNER BASIN REPAIRS TOILET SEAT UFR SNACKS LYCHE CREAMER COFFEE LYCHE	4588.28 93.17 15.84 28.53 58.76 150 60.37 49.27 70.75 4.19 19.99		5139.15	

Pay Date	Vendor #	Vendor Name	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-08-20	UC142	UCLUELET CONSUMER'S CO-OPERATIVE ASSN	PARKS QUAD FUEL	18.02		43.06	
			PARKS QUAD FUEL	25.04			
2021-08-20	UP459	UCLUELET PETRO-CANADA	WIPER BLADES FOR BACKHOE	26.95		26.95	
2021-08-20	UR849	UCLUELET RENT-IT CENTER LTD	LIFT STN PUMPOUT	742.01		4199.97	
			GRAVEL DELIVERY	420			
			MASONRY DRILL	118.72			
			ROOFING NAILER RENTAL	21.5			
			CEDAR RD EQUIPMT RENTAL	241.92			
			SPARK PLUG	11.09			
			TRIMMER LINE PARKS	120.7			
			JUL/21 PORTABLES SERVICE/CLEANING	2325.12			
			PUMP RENTAL	77.95			
			COMPRESSOR RENTAL	120.96			
2021-08-20	UB034	UKEE BIKES	E-BIKE REPAIR	117.87		117.87	
2021-08-20	UI923	UKEE INFO TECH	IT SUPPORT JUL/21	12699.97		12699.97	
2021-08-20	UL500	ULINE CANADA CORPORATION	FIRE CHIEF OFFICE FURNISHINGS	2444.48		2444.48	
2021-08-20	WCC28	WESTCOAST CONNECT	JUL/21 COURIER	61.51		61.51	
2021-08-20	XC300	XPLORNET COMMUNICATIONS INC	AUG/21 SAT PHONE	76.15		76.15	
2021-08-25	CI192	CIBC - VISA CENTRE	JUN 16-JUL15/2021	12855.75		12855.75	



STAFF REPORT TO COUNCIL

Council Meeting: September 21, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

FILE NO: 3360-20-RZ19-02

**SUBJECT: DISTRICT OF UCLUELET ZONING AMENDMENT BYLAW
No. 1284, 2021 (LOT 16 MARINE DRIVE) – 3RD READING**

REPORT NO: 21- 134

ATTACHMENTS: APPENDIX A – ZONING AMENDMENT BYLAW No. 1284, 2021

RECOMMENDATION:

1. **THAT** Council give third reading to *District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021*.

PURPOSE:

The purpose of this report is to bring District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (the “Bylaw”) back to Council for consideration of 3rd reading.

BACKGROUND:

At the March 23, 2021, Regular Meeting, Council gave the Bylaw first and second reading and referred it to Public Hearing which was conducted on June 8, 2021.

At its June 15th meeting, Council identified a list of 19 questions arising from the public hearing, and directed staff to prepare a report providing information, analysis, and recommendations on how those items will be addressed, with input from the applicant as necessary. At its July 17, 2021, Regular Meeting, Council referred a staff report addressing those questions to a Committee-of-the-Whole meeting held August 10, 2021.

Subsequent to the Committee-of-the-Whole meeting, the applicant suggested changes to their proposal to address a number of issues discussed in the meeting. At its August 17, 2021, meeting Council rescinded second reading of the Bylaw, amended the bylaw to reflect the changes to the development proposal, gave the Bylaw second reading as amended and then referred the Bylaw to another public hearing. A second public hearing on the Bylaw was then held on September 7, 2021.

DISCUSSION:

Having held another public hearing on the amended Bylaw, Council is now in a position to consider and discuss the comments and submissions from the public made up to and during the hearing, and to now consider whether to move the proposal forward by giving third reading to the Bylaw. Third reading is commonly considered “approval in principle”;

if there are conditions to be met prior to adoption, there will often be a lag as those conditions are satisfied - prior to the bylaw being subsequently considered for final adoption.

Conditions of Final Approval:

At the March 23, 2021, meeting Council passed a resolution indicating that final adoption of a rezoning bylaw for the proposed development would be subject to the following:

“THAT Council Indicate to the applicant and the public that adoption of District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021, would be subject to registration of a Section 219 restrictive covenant on the title of the subject property to ensure, as a matter of public interest, that the following conditions and offers be satisfied as the property is subdivided and developed:

- a. *construction and development of the rental apartment building on proposed Lot ‘A’ (the “Apartment site”) be in the first phase of the development;*
- b. *dedication of a 10m wide park greenbelt along the eastern (Victoria Road side) boundary of the property, as proposed;*
- c. *dedication of a park area of approximately 1,300m² on the western (Marine Drive) side of the property, as proposed;*
- d. *registration of a greenspace covenant on a 10m wide strip along the Marine Drive frontage of the subject property to retain vegetation and preclude driveway access along this road corridor, as proposed;*
- e. *extension of the proposed new road to connect to Victoria Road in the general location as shown in Figure 7 of the staff report;*
- f. *vehicle access to the proposed Lot ‘B’ (“Townhouse site”) be from the new internal road only;*
- g. *the proposed amenity contributions of \$1,000 per multi-family unit or single-family lot be payable prior to approval of a subdivision plan creating the corresponding development parcels;*
- h. *the proposed transfer of ownership of one small serviced residential lot to the District at the time of subdivision approval;*
- i. *registration of the Housing Agreement on the title of proposed Lot A’ (the “Apartment site”) at the time of subdivision approval to ensure that the apartments are rental tenure only and will not be subject to strata conversion; and*
- j. *~~despite the zoning of proposed Lot ‘A’, the maximum building height be limited to 11m (3 storeys) unless first approved by the District Council upon submission of detailed architectural plans.”~~*

Note that with the proposed removal of the fourth storey, and the subsequent amendment to Bylaw No. 1284 on August 17, 2021, condition “j” would no longer be necessary. At its August 17, 2021, meeting Council also indicated that adoption of the Bylaw would be subject to the following additional condition based on the applicants’ new offer, also to be secured by covenant:

- k. *dedication of an additional 280m² area of park land.*

Other Related Topics:

As noted in the August 17th staff report, a number of other issues surrounding the broader topics of community growth, housing and infrastructure were raised by members of the public during the Committee-of-the-Whole meeting and the two public hearings. The neighbourhood context of these issues are fair considerations with the current development proposal for Lot 16.

In addition, Council may wish to discuss the broader issues and/or possible actions to address those issues as a separate discussion, at a time of Council's choosing.

NEXT STEPS:

Should the Bylaw receive third reading, the applicant would need to satisfy the conditions noted above by preparing and registering a Section 219 restrictive covenant on the property. Following that, Council could consider adopting the rezoning Bylaw. Once the rezoning were complete, the applicant could then apply for Development Permits and Subdivision.

OPTIONS:

Staff recommend that, subject to the input received from the public, Council consider giving third reading to the requested rezoning Bylaw.

Alternatively, Council could consider the following:

2. **THAT** Council provide direction on further changes to be made to *District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021*, or its conditions for final adoption;

or;

3. **THAT** Council could provide other direction to Staff and/or the Applicant.

Respectfully submitted: Bruce Greig, Director of Community Planning
Duane Lawrence, Chief Administrative Officer

Appendix A

DISTRICT OF UCLUELET

Zoning Bylaw Amendment Bylaw No. 1284, 2021

A bylaw to amend the “District of Ucluelet Zoning Bylaw No. 1160, 2013”.
(Zoning amendments for the proposed development of Lot 16 Marine Dr).

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. Text Amendment:

The District of Ucluelet Zoning Bylaw No. 1160, 2013, as amended, is hereby further amended as follows:

- A. By amending within Division 300 – General Prohibitions and Regulations, Section 306 Buildings & Structures – Setbacks and Siting, such that “R-6” is added to the list of residential zones to which Section 306.3(7) applies.
- B. By adding a new Residential zone, to Schedule B – The Zones that directly follows R-5 Zone – Compact Single Family Residential such that the new section reads as follows:

“R-6 Zone – INFILL SINGLE FAMILY RESIDENTIAL

This Zone is intended for single family residential development providing for a mix of compact lots sizes and housing options, with additional accessory residential dwelling unit uses on the larger lots.

R-6.1 Permitted Uses

R-6.1.1 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) *Home Occupation*
 - (b) The following additional *secondary permitted uses* are only permitted on lots of 480m² area or greater:

- (i) *Secondary Suite; or,*
- (ii) *Accessory Residential Dwelling Unit*

R-6.2 Lot Regulations

R-6.2.1	Minimum Lot Size:	360 m ² (3,875 ft ²)
R-6.2.2	Maximum Average Lot Size	480 m ² (5,167 ft ²)
R-6.2.3	Maximum Lot Size:	600 m ² (6,458 ft ²)
R-6.2.4	Minimum Lot Frontage:	10 m (33 ft)

R-6.3 Density:

R-6.3.1	Maximum Floor Area Ratio:	0.35
R-6.3.2	Maximum Floor Area Ratio with <i>secondary suite</i> or <i>accessory residential dwelling unit</i>	0.5
R-6.3.3	Maximum Lot Coverage:	45%

R-6.4 Maximum Size (Gross Floor Area):

R-6.4.1	Principal Building:	n/a
R-6.4.2	Accessory Buildings:	90 m ² (968 ft ²) combined total

R-6.5 Maximum Height:

R-6.5.1	Principal Buildings & Structures:	8.5 m (28 ft)
R-6.5.2	Accessory Buildings & Structures:	5.5 m (18 ft)
R-6.5.3	<i>Accessory Residential Dwelling Unit:</i>	7.5m (25 ft)

R-6.6 Minimum Setbacks:

- R-6.6.1 The following minimum setbacks apply, as measured from the *front lot line*, *rear lot line* and *side lot lines(s)*, respectively:

	(a) Front Yard Setback	(b) Rear Yard Setback	(c) Side Yard - Interior Setback	(d) Side Yard - Exterior Setback
(1) Principal	3 m (9.8 ft)	3 m (9.8 ft)	1.5 m (5 ft)	2.5 m (8.2 ft)
(2) Garage face	6m (19.6 ft)	n/a	n/a	n/a
(3) Accessory		3m (9.8 ft)	1.5 m (5 ft)	2.5 m (8.2 ft)

- R-6.6.2 In addition, no *accessory building* may be located between the front face of the principal building and the street.”

- C. By adding the following subsection to section R-3 in alphanumerical order, as follows:

“R-3.8 Other Regulations

R-3.8.1 Notwithstanding other regulations in this bylaw, on the R-3 zoned portions of the lands legally described as Lot 16, District Lot 281, Clayoquot District, Plan VIP76214 except part in plans VIP80735, VIP83067 and VIP86140: PID 025-812-823 (Lot 16 Marine Drive), the following regulations apply:

(1) on proposed Lot ‘A’ (Apartment site) subject to registration of a Housing Agreement to the satisfaction of the District restricting the use of multiple family residential dwelling units to rental tenancy and prohibiting strata conversion;

a.) the lot is exempt from the minimum useable outdoor recreation space requirement found in the definition of *multiple family residential* in section 103; and,

b.) the maximum density is 48 units (83 units per hectare).”;

(2) on proposed Lot ‘A’ the minimum setbacks for principal buildings from adjacent lot lines shall be as follows:

a.) from Matterson Drive: 8m (26ft)

b.) from Marine Drive: 10m (33 ft)

c.) from all other lot lines: 6m (20 ft)

(3) on proposed Lot ‘A’ the maximum floor area of an individual multiple family dwelling unit is 77m² (825 ft²);

(4) on Proposed lot ‘B’ (Townhome site) the maximum density is 28 units (20 units per hectare);

(5) on proposed Lot ‘B’ the minimum setbacks for principal buildings from external lot lines shall be 15m (49ft).”; and,

- D. By deleting subsection CD-2A.1.6 from the regulations under the CD-2 Zone – BIG BEACH.

2. Map Amendment:

Schedule A (Zoning Map) of District of Ucluelet Zoning Bylaw No. 1160, 2013, as amended, is hereby further amended by changing the zoning designation of Lot 16, District Lot 281, Clayoquot District, Plan VIP76214 except part in plans VIP80735, VIP83067 and VIP86140 (PID 025-812-823) from CD-2 Zone (Big Beach), Subzone "CD-2A.1.6 Big Beach Estates", to areas designated as "R-1: Single Family Residential", "R-3: High Density Residential" and "R-6: Infill Single-Family Residential" as outlined in black on the map attached to this Bylaw as Appendix "A".

3. Citation:

This bylaw may be cited as "District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021".

READ A FIRST TIME this **23rd** day of **March**, 2021.

READ A SECOND TIME this **23rd** day of **March**, 2021.

PUBLIC HEARING held this **8th** day of **June**, 2021.

SECOND READING RESCINDED this **17th** day of **August**, 2021.

AMENDED this **17th** day of **August**, 2021.

READ A SECOND TIME AS AMENDED this **17th** day of **August**, 2021.

PUBLIC HEARING held this **7th** day of **September**, 2021.

READ A THIRD TIME this day of , 2021.

ADOPTED this day of , 2021.

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021.”

Mayco Noël
Mayor

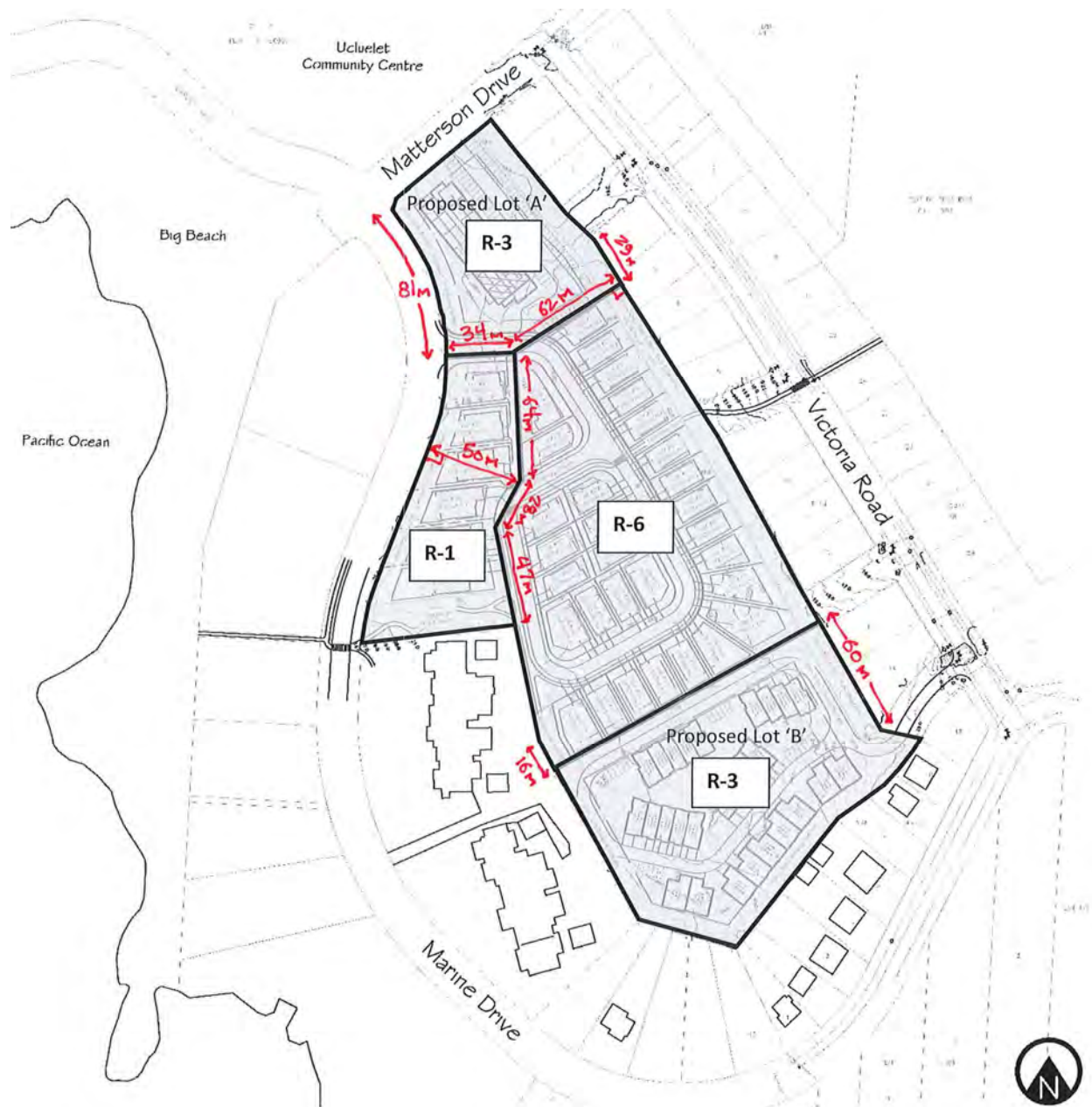
Joseph Rotenberg
Corporate Officer

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

Joseph Rotenberg
Corporate Officer

APPENDIX 'A' to District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021
(Lot 16 Marine Drive)

From: CD-2A.1.6 Big Beach Estates
To: R-1 (Single Family Residential);
R-3 (High Density Residential); and,
R-6 (Infill Single-Family Residential) as shown:





STAFF REPORT TO COUNCIL

Council Meeting: SEPTEMBER 21, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ABIGAIL K. FORTUNE, DIRECTOR OF PARKS AND RECREATION **FILE NO:** 3900-25 BYLAW 1296

SUBJECT: DISTRICT OF UCLUELET HARBOUR AMENDMENT **REPORT NO:** 21-135
BYLAW NO. 1296, 2021

ATTACHMENT(S): Appendix A - Ucluelet Harbour Regulations Amendment Bylaw No. 1296, 2021

RECOMMENDATION(S):

1. **THAT** Council give District of Ucluelet Harbour Regulation Amendment Bylaw No. 1296, 2021 first, second and third reading.

PURPOSE:

The purpose of this report is to introduce District of Ucluelet Harbour Regulations Amendment Bylaw No. 1296, 2021 (the "Bylaw") and request Council give first, second, and third reading to the Bylaw.

BACKGROUND:

At the September 7, 2021, the Harbour Authority directed Staff to amend Ucluelet Harbour Regulation Bylaw No. 1276, 2020. The direction was to introduce new moorage rates, to bring existing rates into alignment with average Vancouver Island rates, and extrapolate updated rates that apply to quarterly and semi-annual periods. The below table provides an overview of the moorage rate amendments.

Charter Vessel Operator	Ucluelet	Avg Island*	Amendment
Daily			n/a
Weekly			n/a
Monthly	\$7.30		\$7.30
Quarterly			n/a
Semi-Annual	\$34.68		\$34.68
Annual	\$46.50		\$60.00

Commercial Vessel	Ucluelet	Avg Island*	Amendment
Daily	\$0.20	\$0.15	\$0.20
Weekly		\$0.63	n/a
Monthly	\$3.00	\$2.24	\$3.00
Quarterly	\$5.50		\$5.50
Semi-Annual	\$10.25		\$10.25
Annual	\$15.00	\$21.26	\$21.26

Recreational Vessel (high)	Ucluelet	Avg Island*	Amendment
Daily	\$0.90	\$1.22	\$1.22
Weekly	\$5.30	\$6.02	\$5.30
Monthly	\$7.00	\$18.04	\$7.00
Quarterly	\$17.60		\$18.04
Semi-Annual	\$29.00		\$29.00
Annual	\$44.55	\$76.77	\$55.00

Recreational Vessel (low)	Ucluelet	Avg Island*	Amendment
Daily	\$0.60	\$0.45	\$0.60
Weekly	\$3.65	\$2.80	\$3.65
Monthly	\$5.45	\$10.50	\$5.45
Quarterly	\$8.50		\$10.50
Semi-Annual	\$29.00		\$29.00
Annual	\$44.55	\$76.77	\$55.00

The Bylaw reflects the desired amendments. Staff determined that it was most expedient to replace all of Appendix A to District of Ucluelet Harbour Regulation Bylaw No. 1276, 2020 to introduce these amendments.

FINANCIAL IMPACTS:

If the Bylaw is adopted, increasing moorage rates to align with average Vancouver Island rates, would positively impact associated revenues. Staff will monitor the impact of the new rates and provide a report to Council next fall.

POLICY OR LEGISLATIVE IMPACTS:

The Bylaw, if adopted, would update Ucluelet Harbour rates to be in align Vancouver Island rates.

OPTIONS REVIEW:

1. **THAT** Council give District of Ucluelet Harbour Regulation Amendment Bylaw No. 1296, 2021, first, second and third reading. **(Recommended)**
2. **THAT** Council provide alternative direction to Staff.

Respectfully submitted: Abigail K. Fortune, Director of Parks & Recreation

Appendix A

DISTRICT OF UCLUELET

BYLAW NO. 1296, 2021

A bylaw to amend District of Ucluelet Harbour Regulation Bylaw No. 1276, 2020

WHEREAS section 137 of the *Community Charter* provides that the power to adopt a bylaw includes the power to amend or repeal it;

AND WHEREAS the Council of the District of Ucluelet deems it necessary and expedient to amend the District of Ucluelet Harbour Regulation Bylaw No. 1276, 2020 to update Moorage Rates;

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

Citation

1. This bylaw may be known and cited for all purposes as the “District of Ucluelet Harbour Regulation Amendment Bylaw No. 1296, 2021”.

Amendments

2. The “District of Ucluelet Harbour Regulation Bylaw No. 1276, 2020” is hereby amended by removing Schedule “A” Moorage Rates in its entirety and replacing with a new schedule as attached to and forming part of this Bylaw.

General Provisions

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 Harbour Regulation Bylaw No. 1276, 2020, then this Bylaw shall be deemed to supersede the prior bylaw(s) in the matter of the discrepancy.
4. 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 , .

READ A SECOND TIME this day of , .

READ A THIRD TIME this day of , .

ADOPTED this day of , .

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Harbour Regulation Bylaw No. 1296, 2021.”

Mayco Noël
Mayor

Joseph Rotenberg
Corporate Officer

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

Joseph Rotenberg
Corporate Officer

SCHEDULE "A"
Moorage Rates

Rates, fees and charges at all District of Ucluelet harbour facilities including Main Street (Whiskey Dock), Ucluelet West Small Craft Harbours (Inner And Outer Boat Basins), Otter Street (52 Steps) are as follows:

MOORAGE RATES:

Any vessel/person that has been issued a Commercial Fishing Vessel (CFV) license by Fisheries and Oceans Canada or an Aquaculture License issued by the Ministry of Agriculture, Food & Fisheries that is operating as a Commercial Vessel will be charged the higher moorage rate.

CHARTER OPERATORS

Moorage Rates are charged per foot (overall length of the vessel)

Daily	Weekly	Monthly	Quarterly	Semi-Annual	Annual
N/A	N/A	\$7.30	N/A	\$34.68	\$60.00

**COMMERCIAL FISHING VESSELS (CFVs) and
OTHER VESSELS USED FOR COMMERCIAL PURPOSES**

Moorage rates are charged per foot (overall length of the vessel)

Small Craft Harbour facilities					
Daily	Weekly	Monthly	Quarterly	Semi-Annual	Annual
\$.20	N/A	\$3.00	\$5.50	\$10.25	\$21.26

Whiskey Dock facility					
Daily	Weekly	Monthly	Quarterly	Semi-Annual	Annual
\$.21	N/A	N/A	N/A	N/A	N/A

RECREATIONAL VESSEL

Moorage rates are charged per foot (overall length of the vessel)

	Daily	Weekly	Monthly	Quarterly	Semi-Annual	Annual
Oct 1 to Mar 31	\$.60	\$3.65	\$5.45	\$10.50	\$29	\$55.00
Apr 1 to Sep 30	\$1.22	\$5.30	\$7.00	\$18.04	\$29	\$55.00

SEAPLANES

Moorage rates are charged for tie up periods (dropping off or picking up passengers)

2 Hour Period	Each Additional Hour
\$50.00	\$25.00

In addition, Wharfage Fees will apply, if applicable.

LIVE ABOARD – LEASE RATES

Lease rates for all Liveaboards approved by the Harbour Authority are payable, in advance, as follows:

Lease rates are charged per foot (length of the vessel)

Annual (in advance)
\$54.00

Lease fees for the first three months are non-refundable with the balance refunded at 85% of the unused portion.

Electrical Connection Fees are applicable if an electrical connection is required.

RESERVED BERTH

For vessels approved for a three-month Reserved Berth the following reservation fee is payable, in advance of the reserved berth being made available.

\$225.00 for up to and including three months

WHARFAGE FEES**CHARTER VESSELS**

For Charter Vessels that have **not** paid a moorage fee within the twenty-four hour period immediately before or after loading or unloading goods and/or persons, other than owner and crewmembers, at any harbour facility, the Wharfage fee, payable in advance, is as follows:

- | | |
|---|-----------|
| 1. Per day or part thereof | \$50.00 |
| 2. Annual rate (January 1 st – December 31 st) | \$1500.00 |

For Commercial Vessels that have paid a moorage fee within the twenty-four hour period immediately before or after loading or unloading goods and/or persons, other than owner and crewmembers, at any harbour facility, the Wharfage fee, payable in advance, is as follows:

- | | |
|---|----------|
| 1. Per day or part thereof | \$25.00 |
| 2. Annual rate (January 1 st – December 31 st) | \$500.00 |

COMMERCIAL FISHING VESSELS (CFVs)

For Commercial Fishing Vessels (CFVs) that have **not** paid a moorage fee within the twenty-four hour period immediately before or after loading or unloading goods at any harbour facility, the Wharfage fee, payable in advance, is as follows:

- | | |
|----------------------------|------------|
| 1. Per day or part thereof | \$250.00 |
| 2. Annual Rate | \$2,000.00 |

OTHER BUSINESS ACTIVITIES

For all other businesses operating on or utilizing harbour facilities during the course of their business activities, the Wharfage fees, payable in advance, are as follows:

- | | |
|----------------------------|----------|
| 1. Per day or part thereof | \$100.00 |
|----------------------------|----------|

ELECTRICITY (POWER) CONNECTION FEES

	Daily	Monthly
30 Amp Power	\$6.56/outlet	\$85.23/outlet
50 Amp Power	\$11.45/outlet	\$130.20/outlet

MISCELLANEOUS SERVICES, FEES AND CHARGES

- At the discretion of the Harbour Authority, a fee may be levied if the Harbour Manager and/or authorized personnel is/are called out between the hours of 10:00 p.m. and 7:00 a.m. for any reason.

First hour	\$75.00
Each additional hour	\$50.00

- A fee of \$75.00 will be levied per vessel pump out in addition to the Harbour Manager and/or authorized personnel call out fee, if applicable.
- Interest at 2% per month will be charged on accounts unpaid after 30 days.
- All fees are subject to a 2% surcharge to be paid to Thornton Creek Enhancement Society and a 4% surcharge to be paid to Royal Canadian Marine Search and Rescue – Ucluelet.
- All fees are subject to applicable taxes.