



REGULAR MEETING OF COUNCIL
Tuesday, October 12, 2021 @ 3:30 PM
George Fraser Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet

AGENDA

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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	
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Rebecca Hurwitz, Executive Director, Clayoquot Biosphere Trust
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- 14.3 UNESCO Designation of the Clayoquot Biosphere Maintained 367
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- 14.4 Ambulance Paramedics of British Columbia - CUPE 873 369
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- 14.5 Appointment of Directors to Regional District Board 371 - 376
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- 14.6 Cathy Peters presentation to Global Virtual Summit on the Impact of Pornography on Youth and Children "Connect to Protect" - please attend; October 13-15, 2021. 377 - 379
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15. COUNCIL COMMITTEE REPORTS
- 15.1 Councillor Marilyn McEwen
Deputy Mayor January - March 2021
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- 15.5 Mayor Mayco Noël
16. OTHER BUSINESS
17. QUESTION PERIOD
18. CLOSED SESSION
19. RECONVENE FROM CLOSED SESSION
20. ADJOURNMENT

DISTRICT OF UCLUELET
MINUTES OF THE SPECIAL COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Thursday, September 9, 2021 at 5:00 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole (Via Zoom), Hoar, and McEwen
 Staff: Duane Lawrence, Chief Administrative Officer
 Bruce Greig, Director of Community Planning
 John Towgood, Community Planner
 Joey Rotenberg, Manager of Corporate Services
 Paula Mason, Administration Clerk

Regrets: Councillor Kemp

1. CALL TO ORDER

The meeting was called to order at 5:00 PM.

2. ACKNOWLEDGEMENT OF THE YUULU?I?ATH

Council acknowledged the Yuulu?i?ath, on whose traditional territories the District of Ucluelet operates.

3. NOTICE OF VIDEO RECORDING

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

4. LATE ITEMS

There were no late items.

5. APPROVAL OF AGENDA

5.1 September 9, 2021, Special Agenda

2021.2094.SPECIAL **It was moved by Councillor Hoar and seconded by Councillor McEwen**
 THAT Council approve the September 9, 2021, Special Meeting Agenda as presented.

CARRIED.

6. ADOPTION OF MINUTES

6.1 August 10, 2021, Special Council Minutes

2021.2095.SPECIAL **It was moved by Councillor McEwen and seconded by Councillor Hoar**

THAT Council adopt the August 10, 2021 Special Council Meeting Minutes as presented.

CARRIED.

6.2 August 17, 2021 Regular Council Minutes

Council noted that Councillor Cole did not attend the Wild Pacific Trail Society Board Meeting and Pack is spelt PAC. Council also noted that the first motion to recess is misplaced and should be deleted and the Mayor returned to the meeting at 4:31 PM not 4:36 PM.

2021.2096.SPECIAL **It was moved by Councillor Hoar and seconded by Mayor Noël**
THAT Council adopt the August 17, 2021, Regular Council Meeting minutes as amended.

CARRIED.

6.3 August 24, 2021, Special Council Minutes

2021.2097.SPECIAL **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Council adopt the August 24, 2021, Special Council Minutes as presented.

CARRIED.

7. MAYOR'S ANNOUNCEMENTS

There were no announcements.

8. LEGISLATION

8.1 OCP and Zoning Amendments: CD-5A and CD-6 Areas to RU Rural Residential *Bruce Greig, Director of Community Planning*

Bruce Greig presented this report. He noted that since a public hearing has been held on Bylaws 1292, 2021 and 1293, 2021, Council is in a position to give the Bylaws third reading and then adopt them.

The Mayor noted that he supports the recommendations as this is a stalled development, the plans presented for the Wynandsea property are from 2005, updated comprehensive plans for the Wyndansea property have not been presented, and a plan for future growth is needed.

2021.2098.SPECIAL **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council give third reading to District of Ucluelet Official Community Plan Amendment Bylaw No. 1292, 2021.

CARRIED.

2021.2099.SPECIAL **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Council adopt District of Ucluelet Official Community Plan Amendment Bylaw No. 1292, 2021.

CARRIED.

2021.2100.SPECIAL **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council give third reading to District of Ucluelet Zoning Amendment Bylaw No. 1293, 2021.

CARRIED.

2021.2101.SPECIAL **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council adopt District of Ucluelet Zoning Amendment Bylaw No. 1293, 2021.

CARRIED.

9. ADJOURNMENT

The meeting was adjourned at 5:07 PM.

CERTIFIED CORRECT: Minutes of the Special Council Meeting held on Thursday, September 9, 2021 at 5:00 pm in the George Fraser Room, Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.

Mayco Noël
Mayor

Joseph Rotenberg
Corporate Officer

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, September 21, 2021 at 3:30 PM

Present: **Chair:** Councillor Cole
 Council: Councillors Hoar (Via Zoom), Kemps, and McEwen
 Staff: Duane Lawrence, Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 Bruce Greig, Director of Community Planning
 Abigail Fortune, Director of Parks and Recreation
 James Macintosh, Director of Engineering
 Joseph Rotenberg, Manager of Corporate Services
 Paula Mason, Administration Clerk

Regrets: Mayor Noël

1. CALL TO ORDER

The meeting was called to order at 3:30 PM.

2. ACKNOWLEDGEMENT OF THE YUULU?I?ATH

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3. NOTICE OF VIDEO RECORDING

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4. LATE ITEMS

There were no late items.

5. APPROVAL OF AGENDA

5.1 September 21, 2021, Regular Council Agenda.

Acting Mayor Cole requested that Legislation item 13.1 be addressed before the Report items.

2021.2267.REGULAR **It was moved by Councillor Kemps and seconded by Councillor McEwen**

THAT Council approve the September 21, 2021, Regular Council Agenda as amended.

CARRIED.

6. UNFINISHED BUSINESS

There was no unfinished business.

7. MAYOR'S ANNOUNCEMENTS

Acting Mayor Cole recognized that September 30th is the National Day of Truth and Reconciliation and noted that Mayor Noël sent his regrets in order to participate in Yuułu?iŋ?atŋ Day.

8. PUBLIC INPUT & DELEGATIONS

8.1 There was no public input.

8.2 Delegations

Dr. Carrie Marshall and Faye Missar, Coastal Family Resource Coalition
Re: Harm Reduction

Faye Missar and Dr. Carrie Marshall presented on behalf of the Coastal Family Resources Coalition. This presentation provided background about the Coastal Family Resource Coalition and the Harm Reduction Working Group. The delegates focused on harm reduction strategies and initiatives related to local alcohol related substance abuse issues.

The delegates advocated for the development of a local Sobering Assessment Centre and suggested that the District both develop a Municipal Alcohol policy, and increase the hours of the District of Ucluelet Youth Coordinator position.

2021.2268.REGULAR

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

THAT Council direct Staff to bring back the alcohol harm reduction information to a future meeting for Council discussion.

CARRIED.

Sergeant Kevin Smith, RCMP
Re: RCMP Update

Sergeant Smith presented on behalf of the Ucluelet RCMP detachment. He reiterated concerns with local alcohol use, provided local RCMP callout statistics, identified priorities, discussed local staffing and outlined available crime reporting tools.

Council discussed the need for additional RCMP officers in Ucluelet and roadside cannabis screening devices.

2021.2269.REGULAR

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

THAT Council direct Staff to write a letter in support of stationing additional RCMP officers in Ucluelet.

CARRIED.

Alys Hoyland, Youth Programming and Beach Clean Coordinator, Surfrider Pacific Rim
Re: Cut the Cutlery: Amending the Single-Use Plastic Regulation Bylaw

Alys Hoyland and Amorita Adair presented on behalf of Surfrider Pacific Rim. Ms. Hoyland and Ms. Adair noted the environmental impact of plastic pollution, issues with recycling/composting plastic and bioplastic, and explained that there is business support for the recommended amendment.

The Delegates advocated that the District's Single-Use Plastic Regulation Bylaw be amended to prohibit the provision of plastic and bioplastic utensils.

2021.2270.REGULAR

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

THAT Council direct Staff to provide a report that reviews amending the Single-Use Plastic Bylaw to include cutlery.

CARRIED.

9. CORRESPONDENCE

9.1 Correspondence Related to Ucluelet Fireworks Bylaw *Stephanie Prewitt*

2021.2271.REGULAR

It was moved by Councillor Kemps and seconded by Councillor McEwen

THAT Council direct Staff to bring forward the District of Ucluelet Fireworks Bylaw for review and discussion at the next Council meeting.

CARRIED.

9.2 Municipal Proclamation Request - Waste Reduction Week 2021 *Jessie Christophersen, Information and Member Services Coordinator, Recycling Council of British Columbia*

9.3 Virtual Conference ~ Living in the 21st Century: A Seniors' Strategy *Sheila Pither, President, Council of Senior Citizens' Organizations of BC*

2021.2272.REGULAR

It was moved by Councillor Hoar and seconded by Councillor Cole

THAT Council authorize Councillor McEwen and invite Barb Gudbranson to attend the Living in the 21st Century: A Senior's Strategy conference.

CARRIED.

9.4 Rebuild the Village of Lytton

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

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
Brian Bedford, Executive Director, Local Government Infrastructure and Finance, Ministry of Municipal Affairs

10.2 Letter from the Honourable Mitzi Dean, Minister of Children and Family Development
Mitzi Dean, Minister of Children and Family Development, Ministry of Children and Family Development

10.3 E-mail from the Honourable Katrina Chen, Minister of State for Child Care
Katrina Chen, Minister of State for Child Care, Ministry of Children and Family Development

11. COUNCIL COMMITTEE REPORTS

11.1 Councillor Marilyn McEwen *Deputy Mayor January - March 2021*

- September 7 - Attended a Regular Harbour Authority Meeting.
- September 10 - Met with the Minister of Tourism, Arts, Culture and Sports as well as the Minister of Citizens' Services.
- September 13 - Met with the Minister of Transportation and Infrastructure and attended the Municipal Insurance Association Annual General Meeting.
- September 14 to 17 - Attended the Union of British Columbia Municipalities Annual Convention.
- September 15 - Met with representatives from BC Assessment.
- September 20 - Attended a Vancouver Island Regional Library board meeting.
- The West Coast Multiplex Golf Scrambler Tournament is scheduled for September 25th.

11.2 Councillor Lara Kemps *Deputy Mayor April - June 2021*

- September 15 - Attended the West Coast Housing focus group.
- September 16 - Attended the Ucluelet Tourism Plan focus group.

11.3 Councillor Jennifer Hoar

Deputy Mayor July - September 2021

- September 7 - Attended a Regular Harbour Authority Meeting.
- September 8 - Attended a Wild Pacific Trail Board Meeting.
- September 10 - Met with the Minister of Tourism, Arts, Culture and Sports as well as the Minister of Citizens' Services
- September 13 - Met with the Minister of Transportation and Infrastructure.
- September 14 to 17 - Attended the Union of British Columbia Municipalities Annual Convention.

11.4 Councillor Rachelle Cole

Deputy Mayor October - December 2021

- September 14 to 17 - Attended the Union of British Columbia Municipalities Annual Convention.
- September 15 - Attended the West Coast Housing focus group.
- Attended meetings with ACRD representatives and the Ministry of Health.
- Attended a meeting with ACRD representatives and the Minister of Municipal Affairs.
- Attended the Alberni Valley Health Network Meeting.
- Attended a Barkley Community Forest Board Meeting where the Old Growth Strategy was discussed.

2021.2273.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Kemps**
THAT the meeting be recessed for five minutes.

CARRIED.

The meeting was recessed at 4:52 PM. Council returned to session at 4:57 PM.

11.5 Mayor Mayco Noël

12. REPORTS

12.1 District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - 3rd Reading ***Bruce Greig, Director of Community Planning***

Mr. Greig presented this report. He referenced the September 7th, 2021 public hearing, noted Council is now in a position to give the subject Bylaw third reading, and that final adoption of the Bylaw would be subject to a number of conditions, as outlined in the report.

Council discussed when a traffic assessment would be conducted. It was clarified that this study would be completed during the subdivision process.

Council discussed the input received at the public hearing and noted public input regarding density, traffic, community growth, and infrastructure capacity.

Council discussed giving the bylaw third reading and noted local housing supply issues, the importance of density, the diverse mix of housing proposed, concerns with the current zoning which allows vacation rentals, the importance of the proposed rental apartment building, and the sense of community which may accompany this denser form of development. Council also discussed the need for sidewalks in the area.

2021.2274.REGULAR **It was moved by Councillor Kemps and seconded by Councillor McEwen**

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

CARRIED.

12.2 Project Update - 2021 West Coast Housing Need Assessment Bruce Greig, Director of Community Planning

Mr. Greig presented this report. He introduced Sandy Mackay, of M'akola Development Services. Mr. Mackay outlined the preliminary findings of the West Coast Housing Need and Demand Study and next steps.

12.3 Ucluelet Housing - 2021 Update Bruce Greig, Director of Community Planning

Mr. Greig presented this report and discussed the recommended motions.

Council discussed some of the strategies identified in the report, including strategies for developing housing on District owned land, synergies with neighbouring communities, containing the spread of short-term rentals, and allowing for carriage houses.

Council further discussed the need to incorporate these goals and strategies into the Official Community Plan.

2021.2275.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

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.

CARRIED.

2021.2276.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Kemp**

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

CARRIED.

12.4 Five Year Financial Plan Meeting Schedule (2022-2026)
Donna Monteith, Chief Financial Officer

Ms. Monteith outlined the proposed Five Year Financial Plan Meeting schedule and noted there is no need for Council to adopt the recommended motion.

12.5 District of Ucluelet Water Treatment System Upgrade Project
Joseph Rotenberg, Manager of Corporate Services

12.6 District of Ucluelet Signing Authority
Joseph Rotenberg, Manager of Corporate Services

2021.2277.REGULAR **It was moved by Councillor Kemp and seconded by Councillor McEwen**

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

CARRIED.

12.7 Regular Council Meeting Schedule Change
Joseph Rotenberg, Manager of Corporate Services

2021.2278.REGULAR **It was moved by Councillor Kemp and seconded by Councillor McEwen**

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

CARRIED.

12.8 Resolution Tracking - August 2021
Joseph Rotenberg, Manager of Corporate Services

12.9 Cheque Listing - August 2021
Paula Mason, Administration Clerk

13. LEGISLATION**13.1 District of Ucluelet Harbour Amendment Bylaw No. 1296, 2021
*Abigail K. Fortune, Director of Parks and Recreation***

Ms. Fortune outlined the proposed changes to the moorage rates.

2021.2279.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

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

CARRIED.

14. NOTICE OF MOTION

There were no Notices of Motion.

15. OTHER BUSINESS

There was no other business.

16. QUESTION PERIOD

There were no questions.

17. CLOSED SESSION**17.1 Procedural Motion to Move In-Camera**

2021.2280.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

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.

CARRIED.

18. RETURN FROM CLOSED SESSION

The meeting returned from closed session at 6:09 PM.

19. ADJOURNMENT

The meeting was adjourned at 6:10 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, September 21, 2021 at 3:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

Mayco Noël
Mayor

Joseph Rotenberg
Corporate Officer

Social Procurement**INITIATIVE**

August 3, 2021

Mayor Mayco J. Noel
District of Ucluelet
PO Box 999
Ucluelet BC V0R 3A0

Re: British Columbia Social Procurement Initiative

Dear Mayor Noel,

Further to our letter of January 2021, we are writing to let you know about exciting new developments with the [British Columbia Social Procurement Initiative \(BCSPI\)](#).

Previously only available to governments in the Vancouver Island and Coastal Communities region, BCSPI has recently received support from the BC Government to expand province-wide, providing the opportunity for governments and institutional purchasers in communities across British Columbia to join.

BCSPI is a low cost, high value program that provides local governments with the training, expertise, and support they need to integrate social procurement practices and add social value to their existing purchasing. For an annual membership fee equivalent to local area of government association dues, participating local governments get access to a full suite of professional development and training, templates, case studies, impact measurement tools and expert consultation support at no additional cost.

Significantly, now is the best possible time to join. Building on the successes of the first two years, new members will join with all of the foundational work in place: over 50 pilot projects undertaken, a comprehensive library of templates and tools developed, best practice examples and thriving community of practice all available to support social procurement implementation.

BCSPI (formerly CCSPI) started as a two-year pilot in the Vancouver Island and Coastal Communities region in 2019 and, since its inception, has already grown in membership from 6 to 30 local governments and institutional purchasers. BCSPI members have now procured over \$200 million of goods, services and construction with added social value to the benefit of their local economies. This means that additional local business, employment and skills & training opportunities are being generated from existing procurement dollars at a time when our local economies need it most. (The CCSPI Phase 1 report is attached for your information).

.../

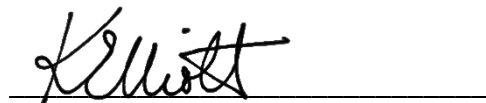
Page 2
Mayor Mayco J. Noel
August 2, 2021

Social procurement is a key economic recovery and stability consideration for local governments. Joining BCSPi now will ensure that your organization has access to the training and expertise required to implement social procurement best practices, and the ability to take advantage of the opportunity to create additional community benefit from your existing spending.

We would be happy to discuss this opportunity with you directly, or to schedule a presentation for your Council or Board to provide more information about the Initiative. If you have any questions or would like to set up a meeting or presentation, please contact Robert Fisher, BCSPi Project Coordinator by email at rfisher@scalecollaborative.ca or by phone on (250) 886-3063.

Sincerely,

Karen Elliot
Mayor, District of Squamish
Co-Chair, BCSPi Steering Committee



Colleen Evans,
Councillor, Campbell River
Co-Chair, BCSPi Steering Committee



Cc: Mark Boysen, Chief Administrative Officer
Donna Monteith, Director of Finance

Attached: CCSPI Phase 1 Report

Social Procurement

INITIATIVE

Procurement for Community Wellbeing

Why is Social Procurement Important?

Communities today are facing complex social, economic and environmental challenges.

Local governments and other large purchasers spend billions of dollars each year on goods, services and infrastructure projects. When procurement focuses on 'best value for money' beyond just a financial transaction it becomes a tool for building healthy communities.

Social procurement practices create pathways to stronger local economies and unlock additional community benefits that can help meet the social goals of local governments.

In just two years BCSPi has helped local governments and institutional purchasers in British Columbia realize over \$200 million in procurement spend with added social value. That means significant community benefits are being generated from existing procurement dollars at a time when local economies need it most. By integrating social procurement practices into their purchasing BCSPi members are unlocking the doors to stronger local economies, increased local employment and training and multiple additional community benefits.

What is Social Procurement?



Social procurement means leveraging a social value from existing purchasing. It is an additional way that local governments can direct resources towards community benefit to support and strengthen local economies.

Impact at a Glance



Delivered in partnership by:

What is the British Columbia Social Procurement Initiative (BCSPI)?

The BCSPI program is a low cost, high value resource that provides local governments and institutional purchasers with the training, support and expertise to integrate social procurement practices and add social value to their existing purchasing. For a population-based annual membership fee participating members get access to a full suite of professional development and training, expert coaching support, resources & templates, case studies, supplier engagement resources, impact measurement tools and more.



Development & training



Online training and education



Shared resources and examples



Expert consultation



Community of practice forums & calls



Toolkits & templates

Impact Measurement

BCSPI has partnered with Royal Roads University to develop a robust impact measurement framework that aligns with the United Nations Sustainable Development Goals and takes a region-wide approach to measuring the impact of social procurement across the region.

Supplier Engagement

BCSPI is working directly with local suppliers, vendors and economic development organizations in member communities to ensure that they have the resources, training and support necessary to respond to and deliver successfully on government procurement opportunities.

COVID-19 Recovery

Social procurement is a solution that can help ensure the dollars spent by local governments are aligned with their local community and economic needs during COVID-19 recovery.

Social Procurement in Action: Local Stories

Comox Valley Regional District: Keeping It Simple

Water Treatment Project
Value: \$12M

Population: 46,527

City of Victoria: Small Spends for Community Benefit

Aligning P-Card Spend to City Priorities
Value: \$1.9M

Population: 92,000

District of Tofino: Unbundling for Local Benefit

Soft Landscaping Tender
Value: \$1.4 Million

Population: 2,900

Port Hardy: Test-Driving Our Community Values

Recreation Centre Revitalization Project
Value: \$100K

Population: 4,100

Victoria: Those Five Points Matter

Public Waste Bins RFP
Value: \$100K

Population: 92,000

- Comox Valley RD**

Community employment benefits in a large construction project

City of Victoria

Small spends and direct awards from purchasing card spend

District of Tofino

Unbundling a construction project to include local vendors

District of Port Hardy

Recreation centre upgrades address community and environmental needs

City of Victoria

Piloting social value criteria in a request for proposals (RFP)

Become a member of BCSPI

Contact Robert Fisher, Project Coordinator at rfisher@scalecollaborative.ca

Learn more about BCSPI

www.bcspi.ca

Delivered in partnership by:






Robert Fisher, Project Coordinator, and Colleen Evans, Co-Chair, British Columbia Social Procurement Initiative

Social Procurement

INITIATIVE

Procurement, Resilient Economies and COVID-19

COVID-19 is having a significant impact on our local economies

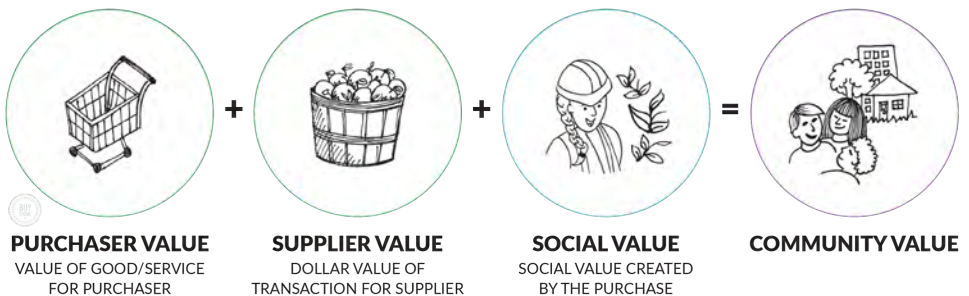
- Small businesses in BC represent 98% of all businesses and employ 57% of all private sector employees
- 90% of SMEs are currently being impacted
- The tourism industry has seen cancellations on 90% of bookings
- Unemployment rates are rising
- Social impacts are becoming increasingly evident.

Are the dollars you spend supporting your local economy?

Social procurement is a solution that governments and institutional purchasers can mobilize to stabilize and recover local economies

What is social procurement?

Every purchase has a social, economic, and environmental impact. Social procurement is about leveraging additional social value from existing procurement.



Opportunities to implement social procurement for a strong recovery

Utilize trade agreement exceptions and thresholds

Utilize the trade agreement exceptions to purchase directly from non-profit organizations and make under threshold local purchases

Review your internal policy thresholds

Internal policy thresholds are often below trade agreement allowances. This is a good time to review and potentially align

Unbundle larger contracts

Larger contracts can be unbundled to provide more opportunities for local businesses and SMEs

Require prime contractors to utilize social procurement with subcontractors

Require prime contractors to use local service providers for this work

Require community benefit outcomes on construction and infrastructure projects

Ensure that all major projects are providing additional benefits to local communities

Identify and prepare for "shovel ready" projects

Funding will be available for community improvement projects that can create local employment

Delivered in partnership by:



British Columbia Social Procurement Initiative (BCSPI) provides training, resources and support to help procurement play a role in economic recovery



Topic-specific webinars



Professional development & training



Online training and certification



Expert consultation



Shared resources and examples



Social procurement toolkits and impact measurement



Community Engagement



Networking opportunities



Community of practice forums & calls

BCSPI members have access to:

- Online training
- Webinar content
- Templates
- Policy examples
- Case studies
- Expert consultation
- Dedicated support

3-6 month plan: Align your procurement to community priorities

<input checked="" type="checkbox"/>	Become a member of BCSPI	Join now if you are based in British Columbia: BCSPI membership fees are based on your community size (government) or total annual spend (institutional purchasers).
<input checked="" type="checkbox"/>	Train your teams	BCSPI offers training on every aspect of social procurement, including over 15 online webinars and a comprehensive toolbox of resources and templates.
<input checked="" type="checkbox"/>	Map your current state	What are you spending, where and on what? How can your spending shift to support community priorities and recovery.
<input checked="" type="checkbox"/>	Develop your social procurement policy	Access BCSPI templates, resources and consultation services.
<input checked="" type="checkbox"/>	Integrate community priorities into upcoming RFx	Develop your social value menu and evaluation to ensure that your procurement dollars are achieving your community and recovery priorities. BCSPI can help.
<input checked="" type="checkbox"/>	Prepare for infrastructure projects	Access training, webinars and resources to unbundle and connect future infrastructure projects to local employment and community priorities.
<input checked="" type="checkbox"/>	Build local vendor capacity	Schedule a BCSPI education and information session to support local vendors to bid on upcoming projects.

How do I become a member of BCSPI?

Visit www.bcspi.ca/membership to learn more

How can I learn more about BCSPI?

Contact Robert Fisher, Project Coordinator at rfisher@scalecollaborative.ca

Delivered in partnership by:



Robert Fisher, Project Coordinator, and Colleen Evans, Vice-Chair, British Columbia Social Procurement Initiative

PHASE 1 REPORT

Coastal Communities Social Procurement Initiative (CCSPI) 2019—2021

Procurement for Community Wellbeing.

The regional initiative that's changing the culture of procurement to
create community benefits.

Robert Fisher, Project Coordinator, and Colleen Evans, Co-Chair, British...

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Executive Summary

The Coastal Communities Social Procurement Initiative (CCSPI) was established in 2018 by and for local governments on Vancouver Island and in the Coastal Communities.

In just two years, CCSPI members have realized over \$200 million in social procurement spend by adding social value to their purchasing practices, generating significant community benefits from existing procurement dollars at a time when local economies need it most.

The initiative, which is unique in Canada as a regional approach, is delivered by a partnership team of social procurement, community impact and industry experts who provide the training, tools and quality assurance required to support CCSPI members on their journey towards integrating social procurement practices. These are new practices that can help to unlock additional social value from an organization's existing spending that can align with strategic objectives and community goals.



LISA HELPS

Mayor, City of Victoria
Co-Chair, CCSPI Steering Committee

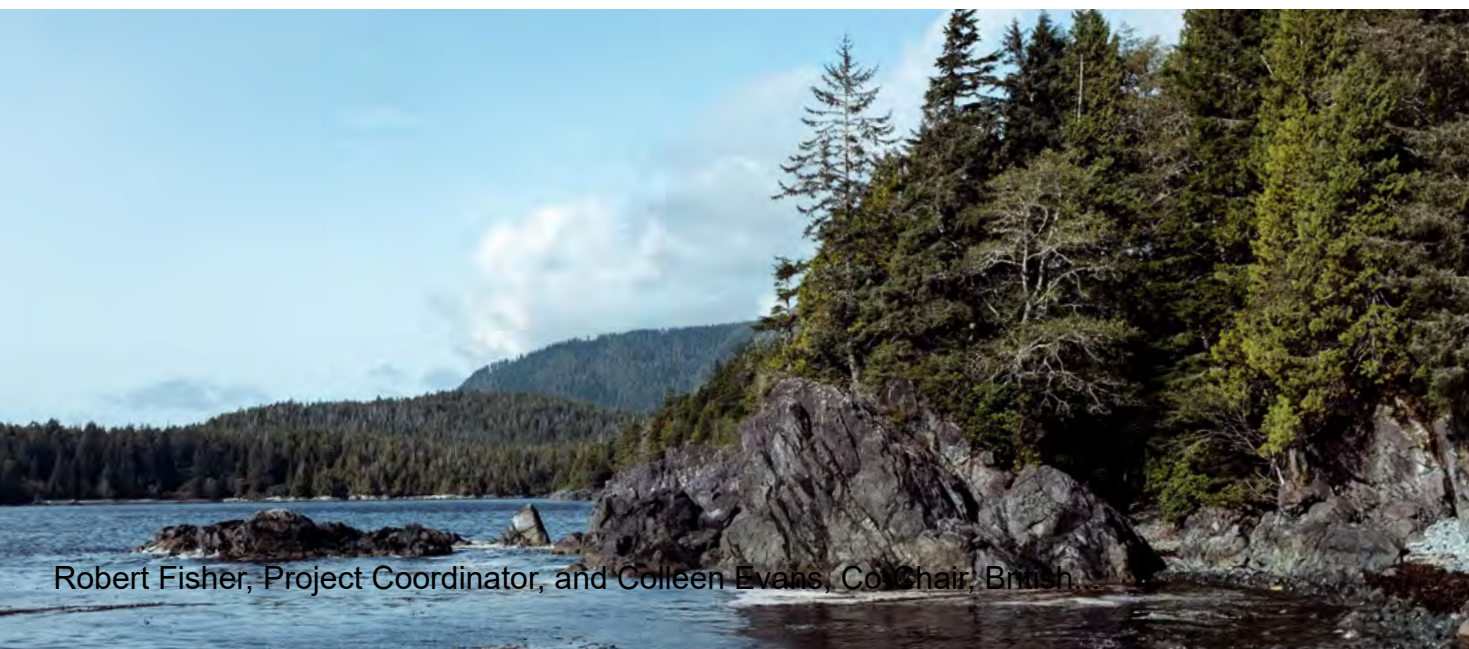
It's been wonderful to see CCSPI grow from an idea and a small collaboration among six local governments to a fully functioning social procurement initiative with almost 30 members. CCSPI provides significant value to our procurement staff by empowering them to use procurement to the benefit of our local economies and communities. We look forward to working to scale CCSPI across British Columbia to help more communities and other public agencies to align their spending with the values of their communities.



COLLEEN EVANS

Councillor, City of Campbell River
Co-Chair, CCSPI Steering Committee

Getting to this point has been a truly collaborative effort and the lessons learned, models, and templates CCSPI has developed are playing a vital role in creating healthy communities, supporting social inclusion and enhancing the wellbeing of local residents. As CCSPI membership continues to grow, we're encouraged by the enthusiasm and commitment of elected representatives and members who are actively considering what could be achieved if even just a small percentage of public spend was focused on 'value adding' to generate positive community benefits.



CCSPI Goals & Outcomes

01

GOAL: Local governments in the Vancouver Island and Coastal Communities region are embracing and implementing social procurement.

OUTCOME: 27 local governments are members of CCSPI and working towards social procurement implementation.

02

GOAL: Standardized approach to social procurement across local government, while each community has the ability to create community-specific social value.

OUTCOME: Standardized practices for procurement, vendor outreach and impact measurement are being adopted across the region. Members' strategic planning and policy inform community-specific needs.

03

GOAL: Procurement staff are trained in social procurement and have the ability to issue tenders and RFPs that result in community benefits.

OUTCOME: Over 150+ staff from CCSPI member organizations have taken part in training sessions and have access to a comprehensive library of examples, templates and other resources.

04

GOAL: Product and service suppliers are fully engaged, bidding on contracts, and responding to RFPs issued by local governments.

OUTCOME: CCSPI members are engaging with suppliers, creating a culture shift and building the capacity that allows them to respond to bid opportunities.

CCSPI Goals & Outcomes

05

GOAL: The provincial government is aware of and supportive of CCSPI.

OUTCOME: The BC Government has been represented at the CCSPI Steering Committee since its inception and is supporting the initiative's phase 2 expansion across the Province.

06

GOAL: A robust monitoring and reporting framework is in place.

OUTCOME: CCSPI has partnered with Royal Roads University to develop a standardized impact measurement framework, informed by both buyers and vendors, and connected to regional SDG targets.

07

GOAL: CCSPI is a long-term, sustainable initiative.

OUTCOME: CCSPI will be expanded through 2021-24 to advance the adoption and integration of social procurement policies and practices across British Columbia.

08

GOAL: Interest is demonstrated by the wider Municipal, Academic Institutions, Schools and Hospitals (MASH) sector.

OUTCOME: Recent CCSPI members include academic institutions and school boards. Interest is also being demonstrated by other institutional purchasers across the MASH sector.



What is Social Procurement & Why is it Important?

Social procurement is an emerging best practice that represents a significant shift from 'lowest price' to 'best value'.

Governments and other large purchasers like hospitals and post-secondary institutions collectively procure billions of dollars of goods and services. By implementing social procurement practices, these organizations can leverage a significant amount of additional social value and community benefit from this existing purchasing.

Social procurement takes into consideration not only price and quality, but also the community outcomes and potential benefits that can be generated through purchasing practices. It allows for procurement to become a tool for building healthy communities and local

economies by valuing local employment, training opportunities, social value supply chains and other community outcomes.

Social procurement can help to integrate social outcomes right across an organization's spending, from small spends that are made on a day-to-day basis, to integrating social value criteria into requests for proposals and tenders for goods and services, to major construction and infrastructure projects. Purchasing decisions can be measured against pre-determined criteria that are connected to an organization's community goals and strategic plans.

Robert Fisher, Project Coordinator, and Colleen Evans, Co-Chair, British...

CCSPI is Delivered in Partnership by:



BUY SOCIAL CANADA

Buy Social Canada believes in building community capital: healthy communities that are rich in human, social, cultural, physical, and economic capital. By building relationships between social suppliers and purchasers, Buy Social Canada is leading the movement for community capital creators across the country.



David LePage — Managing Partner, Buy Social Canada

“CCSPI has become the showcase for community collaboration - leveraging shared resources to build resilient local economies, create local jobs, and provide opportunities for all the members of the community.”



PRESENTATIONS PLUS TRAINING & CONSULTING INC.

Presentations Plus provides expert consulting and advice on social procurement to both public and private sector organizations, and has assisted many leading Governments and companies in the implementation of social procurement best practices.



Larry Berglund — Principal, Presentations Plus

“The awareness of social procurement options, within the communities, has led to more responsive and effective outcomes.”



SCALE COLLABORATIVE

Scale Collaborative’s mission is to create a thriving, connected, and financially resilient social change sector. Scale Collaborative works with nonprofits, social enterprises, and other social purpose organizations to explore how they can become more independent, innovative, resilient, and impactful.



Kristi Fairholm Mader — Co-Founding Partner, Scale Collaborative

“It is exciting to work with local governments and buyers who are using purchasing power to help support inclusive and sustainable communities.”



VANCOUVER ISLAND CONSTRUCTION ASSOCIATION (VICA)

Vancouver Island Construction Association (VICA) serves the construction community on Vancouver Island, the Gulf Islands, and other coastal areas of British Columbia.



Rory Kulmala — CEO, Vancouver Island Construction Association

“CCSPI is the model for working locally and together across the Island and along the coast.”

CCSPI Statistics

\$200m

Procurement spend with added social value.

150+

Individual staff members trained.

50+

Pilot projects undertaken.

40+

Training sessions and webinars held.

29

Participating governments and organizations.

25+

Resources, case studies, and templates developed.

Social Procurement Myths vs. Facts

Although many governments and organizations across the world are already seeing tangible and measurable results from implementing social procurement practices, moving to this new way of buying things still represents a significant change from the status quo. Common myths and questions about social procurement exist.

These types of questions are indicators of the change taking place at a broader level, and the growing voices calling for a shift from practices that harm people and the planet. Historically, procurement has excluded smaller businesses and diverse suppliers, and has viewed environmental and social outcomes as a cost, not a benefit. Social procurement represents systemic change.

Is it legal?

Yes! It is.

Is the quality lower?

No! It isn't.

Does it cost more?

No! It doesn't.

Are the social value suppliers out there?

Yes! They are.



“Are the dollars we spend gaining the best value and outcomes for our communities?”

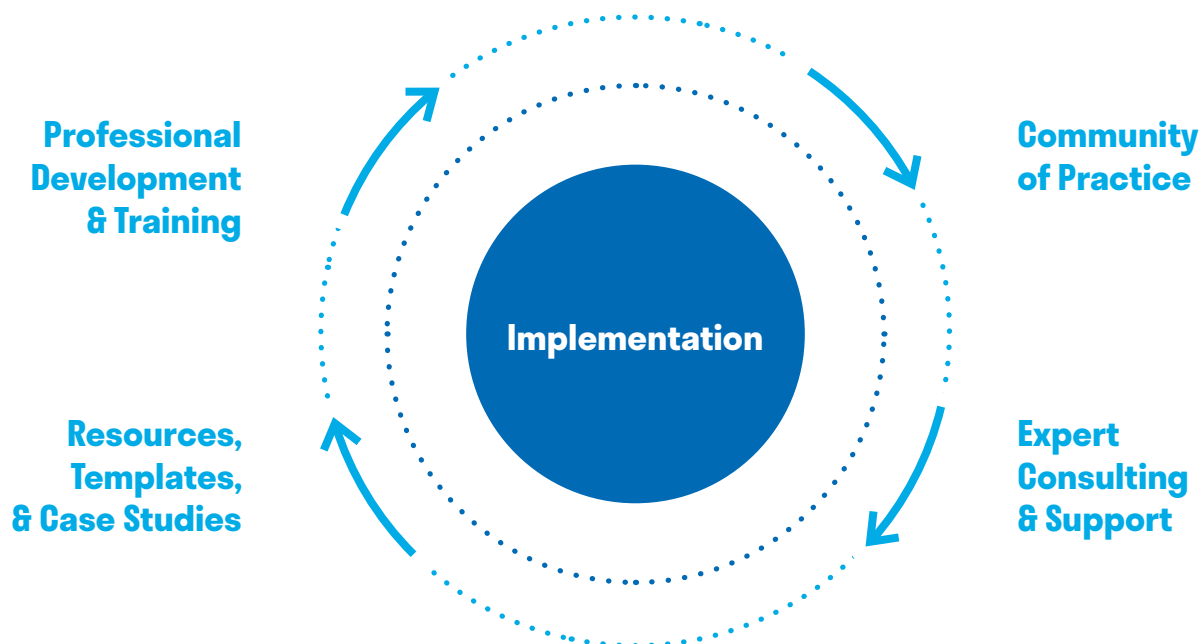
CCSPI Program Timeline

In 2016, a group of community leaders looked at the billions of dollars being spent across Vancouver Island and the Coast, and asked, “are these dollars gaining the best value and outcomes for our communities?”. Two years of development later, six local governments launched CCSPI as a 2-year pilot. Since then, CCSPI has grown to include almost 30 members (and counting) that have access to professional development and training, expert consulting and advice, a rich library of resources and tools, and a thriving community of practice.

Using these tools and resources, CCSPI members have piloted social procurement in over 50 projects across the region, from smaller credit card spends, to goods and services tenders to major construction projects.

Collectively, the membership is building a regional social value supplier database and other resources to build the capacity of suppliers to be able to bid on and deliver on government and institutional procurement opportunities.

In order to measure the important impact of this work, CCSPI is collaborating with Royal Roads University to develop a common measurement framework for CCSPI members to use that aligns with the United Nations Sustainable Development Goals (SDGs).





The Member Journey: From Onboarding to Implementation

CCSPI members are leading the way in changing the systems and culture of institutional procurement. This type of systemic and culture change can be challenging; it needs to be supported at multiple levels, including political, organizational leadership and staff level. These elements contribute to the successful adoption of social procurement:

- Support from both political and staff-level representatives
- “Champions” in positions of leadership that can set the vision for and support the implementation of social procurement practices
- Social procurement outcomes are aligned with community strategic plans and directions
- Representatives across organizational departments participate in education and training together
- Procurement and other staff are supported to learn and develop new practices
- Pilot projects are manageable and provide an opportunity for local suppliers and vendors to bid on
- Anticipation of learning and adaptation from pilot project outcome
- Support, in staff time, to learn and develop new practices

Robert Fisher, Project Coordinator, and Colleen Evans, Co-Chair, British...

CCSPI CORE TRAINING:

SP101— Introduction to Social Procurement

SP201— Social Procurement Implementation

SP 301— Social Procurement in Construction Projects

Select Member Highlights:



Alberni Clayoquot Regional District (ACRD)

The ACRD has trained staff in implementation of social procurement practices, and piloted social procurement in several projects. They included creating a social procurement policy as an objective in their 2021-2024 strategic plan.



Comox Valley Regional District (CVRD)

The CVRD has trained staff, and piloted social procurement in a variety of projects of different sizes with successful outcomes. CVRD has social procurement included in their purchasing policy and have included social procurement as a key service outcome in their corporate plan.



Village of Cumberland

Cumberland was the first municipality in BC to adopt a social procurement framework. Social procurement is included in the Village's purchasing policy.



City of Nanaimo

The City has trained staff and included social procurement in their sustainable procurement policy. They now intend to move ahead with pilot projects and supplier engagement.



City of Campbell River

The City has trained their staff in social procurement implementation and is piloting social procurement in a number of goods and services contracts. Moving forward they plan to add social procurement to their purchasing policy.



City of Courtenay

The City has trained staff in social procurement implementation and are intending to include social procurement in their purchasing policy before moving ahead with piloting social procurement in purchasing projects.



Cowichan Valley Regional District (CVRD)

The CVRD has trained staff and piloted social procurement practices in several projects. They released a Request for Information (RFI) to collect information about social value suppliers in the region. Developing procurement policies to promote social equity was included as an objective in their 2020 – 2022 strategic plan.



District of Port Hardy

The District has trained staff and included social procurement in their general purchasing policy. They have successfully trialed social procurement in a number of projects including their arena revitalization.

Robert Fisher, Project Coordinator, and Colleen Evans, Co-Chair, British...

Select Member Highlights:



City of Powell River

The City has trained its staff in social procurement implementation and is currently working towards including social procurement in their purchasing policy.



qathet Regional District

The Regional District has trained staff in social procurement implementation and updated its purchasing policy to include social procurement. They are piloting social value criteria in a number of projects some of which have led to some good local employment outcomes.



Town of Qualicum Beach

Qualicum Beach has included social procurement in their purchasing policy and have piloted social value criteria in a variety of projects, leading to excellent outcomes that align with their community social objectives and goals.



District of Sooke

Sooke has included social procurement in their purchasing policy and intends to move ahead with staff training and social procurement implementation.



City of Duncan

The City has included social procurement in their purchasing policy. They are moving towards staff training and social procurement implementation.



District of Squamish

The District has included social procurement in their purchasing policy and have trained their staff in social procurement implementation. Squamish has also created an internal working group to focus on supplier outreach.



City of Victoria

The City has trained their staff in social procurement implementation. They are including social value criteria in many of their tender documents and in mandatory training for their corporate purchasing card holders. The City has also released a Request for Information (RFI) to collect information about social value suppliers in the region.



District of Tofino

Tofino has trained staff in social procurement implementation. They included social value criteria in a major streetscape revitalization project that allowed local contractors to be employed for some portions of the work and they are integrating community benefit outcomes within an upcoming wastewater treatment plant project.

Robert Fisher, Project Coordinator, and Colleen Evans, Co-Chair, British...



Social Procurement In Action

CCSPI members have now successfully piloted social procurement in over 50 projects across the region. These include small spends like corporate purchasing card procurement, RFPs for goods and services like maintenance, and large construction & infrastructure projects. These snapshots of three of the pilot projects are taken from full case studies which are available at www.ccspi.ca

CASE STUDY #1

City of Victoria: Small Spends for Community Benefit

In 2019, the City of Victoria spent approximately \$3.9M using corporate purchasing cards on purchases under \$1500. There are over 600 purchasing card holders working at the City who have discretion on where and what they purchase and regularly make purchases related to catering, travel, restaurants and office supplies

By educating and empowering these staff, the City identified an opportunity to achieve many small wins that add up quickly and significantly. Now, when making purchases, staff consider supply chains, local jobs and living wages.

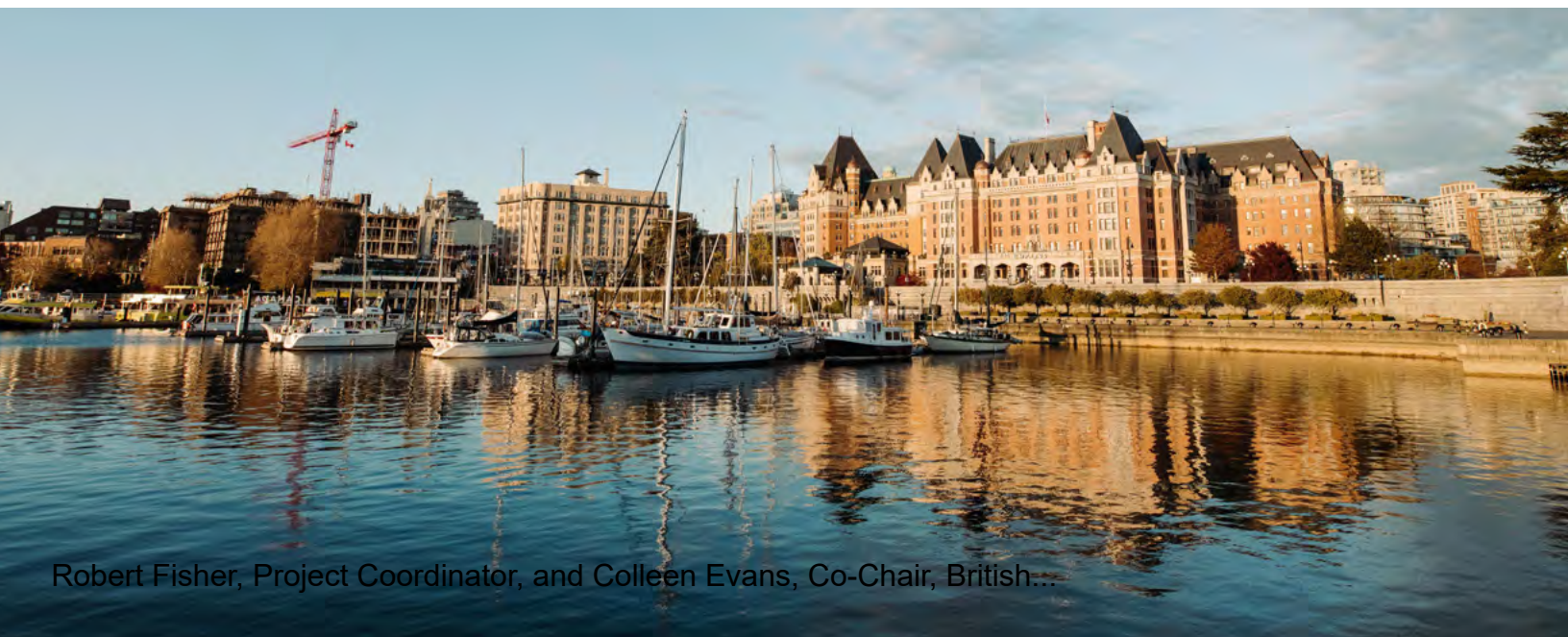
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When people are making small purchases, they don't think they can make a difference. However, telling them that the City makes a 3.9M collective purchase made them think they could do some good. This was exciting and empowering.

—Leah Hamilton
Buyer, City of Victoria

When the economic multiplier effect is applied, there is significant community benefit that can be generated from these purchasing decisions. Encouraging staff to consider social value in addition to price is a key shift and empowers them to make decisions that have positive outcomes in the community.

Moving forward, the City is continuing with mandatory internal training and building a dedicated resource site for its staff that is populated with a list of local social value suppliers and success stories.





CASE STUDY #2

District of Port Hardy: Test-Driving Community Value

Port Hardy's recreation centre is the beating heart of its community, providing health and wellness services and a place for people to gather. In 2019 the District identified various renovation work was required that included the refrigeration system, a new roof, and other work inside the arena. Working with one of CCSPI's sample templates, the District was able to incorporate social value definitions and used a 'descriptive' process so that proponents could describe how they wanted to achieve community benefits including any anticipated associated costs.

The resulting Request for Proposals (RFP) aimed to integrate local employment, local supply chain management and local living outcomes. One of the goals was that project managers would look for suppliers that also embody and create social value and community benefit. With respect to social value the proponents varied their responses, which included environmental conscience, employment of local labour force and individuals facing barriers, apprenticeships offered, involvement with and financial support of local community non-profit groups and unique methods of tracking energy savings upon completion of the project.

One of the key project outcomes was increased engagement with local First Nations, who use the recreation services regularly. The District consulted with local First Nations on how they would like to be involved in the project and also related business and employment opportunities.



Social procurement is about being inclusive, about the environment, and about the community, workforce and local economy.

—Allison McArrick, CAO (fmr), District of Port Hardy

Robert Fisher, Project Coordinator, and Colleen Evans, Co-Chair, British...



How we spend taxpayer dollars should be reflective of the universal values of the communities we serve. In many cases social procurement can improve the overall value to the taxpayer by generating positive outcomes for the community without materially impacting cost.

—Scott Hainsworth, Manager of Operating and Capital Procurement (fmr), Comox Valley Regional District

CASE STUDY #3

Comox Valley Regional District: Keeping It Simple

The Comox Valley Regional District is constructing a new water treatment system with a project value of \$126M. The Regional District was able to obtain funding from a Federal grant that included Infrastructure Canada's Community Employment Benefits Program, and the project proved to be a good opportunity to incorporate social procurement concepts that included employment and skills training and apprenticeship opportunities for local marginalized people.

Proponent evaluation criteria was structured to maximize value. Response requirements included commitments of proposed community employment benefits for target groups which were evaluated alongside cost, experience and quality. The Regional District also held commercially confidential meetings with each proponent that allowed for a more collaborative process and an opportunity for engagement on desired social procurement outcomes.

The project is now well underway and on track for its original completion date. Per the latest project updates, community employment benefit hours are tracking well above the committed totals, with forecasts projecting almost twice the committed hours for underrepresented populations. Notably, there were no additional cost implications associated with the social procurement concepts that were included in the request for proposals.

Supplier & Industry Engagement



CCSPI works with its members to help identify and connect with the social value suppliers and vendors in their communities.

The initiative provides supplier education, support and resources to help social value suppliers build their capacity to respond to and deliver on institutional procurement opportunities.

Working with Chambers of Commerce and Economic Development Organizations, CCSPI members are building a regional social value supplier directory that will allow them to identify those suppliers in the region who have a social value component to their business or enterprise.

This 'whole ecosystem' approach recognizes that both purchasers and suppliers need to speak the same language, foster common understanding, and helps build bridges to lasting business relationships that can support local economies.

Robert Fisher, Project Coordinator, and Colleen Evans, Co-Chair, British...



Social procurement, primarily through the Community Employment Benefits initiative, is important in our industry. While it can be more challenging for contractors to make community employment commitments during the tendering phase, the initiative is enabling the industry to improve and progress. I am proud of the Aecon team here at the Comox Valley Water Treatment Project as we were able to double all of our employment commitments to date (e.g., Indigenous Peoples, Under-represented Populations, and apprentices) while maintaining a workforce almost entirely local to the Island.

—Jamie Abernethy, Project Director
Aecon Water Infrastructure

AECON



Achieving meaningful, positive, social value, while remaining financially prudent, is a challenging balancing act for any organization. With the resources and best practices CCSPI has developed, through continued consultation with local suppliers and vendors, we are optimistic their members will be well equipped to realize measurable social benefits with their spending.

—Yosef Suna AScT, GSC
General Manager, Knappett Industries

 **Knappett**
INDUSTRIES

“

A regional measurement framework will provide certainty for suppliers while also creating opportunities for CCSPI members to share best practices and improve the implementation of their social procurement policies.

—Heather Hachigian, Assistant Professor, Royal Roads University



Impact Measurement

CCSPI has partnered with Royal Roads University to develop a region-wide impact measurement framework that aligns with the United Nations Sustainable Development Goals (SDGs).

Both procurement officials and the supplier community are engaged in developing meaningful and effective impact metrics and processes.

Looking Ahead

As Phase 1 draws to a close, this is a moment to reflect on all that has been achieved, and set our sights collectively on next steps.

Phase 2 will see CCSPI expand across British Columbia. The initiative will build on existing training, resources and learning and expand on supplier and vendor outreach and capacity building. BCSPi will create a connected network of local governments and institutional purchasers across the Province, who are implementing social procurement best practices. Phase 2 will also focus on the impact measurement tools and resources required to measure the impact of their social procurement, both by organization as well as across the region.

Next Steps:






→ 2021

Expand CCSPI membership on Vancouver Island and in the Coastal Communities, inviting participation from institutional purchasers like school boards, post-secondary institutions and health authorities.

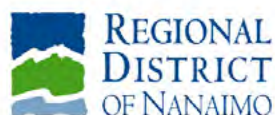
→ 2022—2024

Expand CCSPI membership to more communities across British Columbia.

What Could Be Possible If...?

- 
 By 2024 at least 100 local governments and institutional purchasers in BC have participated in CCSPI membership offerings
- 
 Member governments and institutional purchasers are including social value outcomes in at least 50% of their procurement
- 
 Suppliers have been engaged and submitted RFPs or other bid documents that meet or exceed local government and purchaser objectives and expectations
- 
 Suppliers with no previous engagement with institutional purchasers have gained the capacity to bid and deliver on contracts
- 
 CCSPI members are utilizing a common impact measurement framework, demonstrating in full the local community impacts and benefits of their purchasing practices.

Participating Organizations



Acknowledgements

CCSPI is supported by ICET. We acknowledge the leadership shown by the steering committee and local governments, organizations and institutions who are pioneering social procurement practices in our region and beyond.



Learn more about CCSPI at www.ccspi.ca

Become a member of CCSPI:
Contact Robert Fisher, Project Coordinator at
rfisher@scalecollaborative.ca

Robert Fisher, Project Coordinator, and Colleen Evans, Co-Chair, British...



STAFF REPORT TO COUNCIL

Council Meeting: October 12, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM:	JOHN TOWGOOD, PLANNER	FILE No:	3070-20-TUP21-17
SUBJECT:	TEMPORARY USE PERMIT 21-17, 254 BOARDWALK BOULEVARD	REPORT No:	21-148
ATTACHMENT(S):	APPENDIX A – APPLICATION APPENDIX B – DRAFT TEMPORARY USE PERMIT		

Recommendation

THAT, subject to public comment, with regard to 254 Boardwalk Boulevard; Lot 29, Section 21 Clayoquot District, Plan VIP66186, Council consider the following:

- A. **THAT** Council authorize the issuance of Temporary Use Permit 21-17 for a period of 3 years, to allow four seasonal RV camping spaces for construction workers and the staging of construction materials directly related to the development of Lot 8 and 9, Plan VIP66186.

1. Purpose:

The purpose of this report is to review an application for four seasonal RV camping spaces for construction workers and the staging of construction materials on 254 Boardwalk Boulevard, Lot 29, Section 21 Clayoquot District, Plan VIP66186 (the “**Subject Property**”). The applicant proposes to use the property to house workers during the construction of a previously approved multi-unit tourist accommodation development on the property directly across Boardwalk Boulevard.

2. Subject Property Location

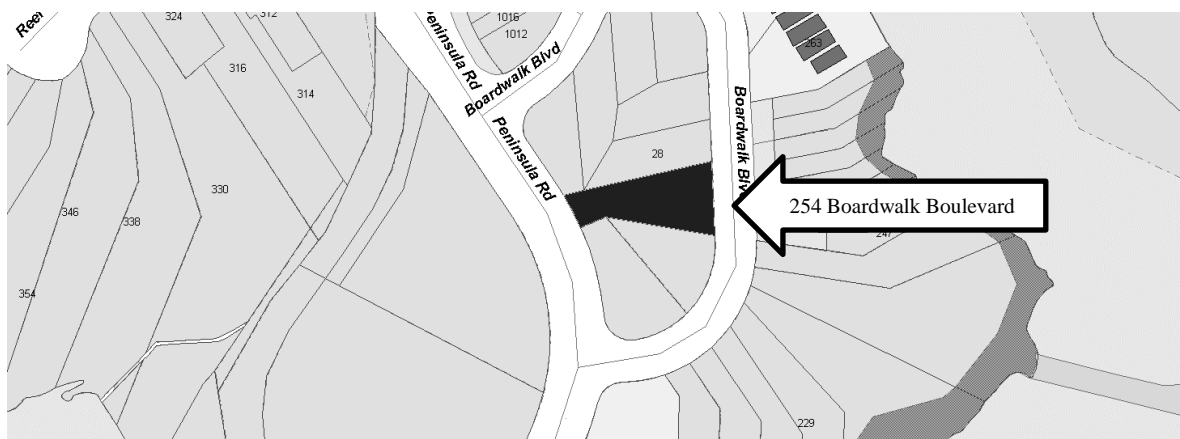


Figure 1 - Subject Property



Figure 2 - Multi-unit tourist accommodation development.

3. **Application Specifics:**

Item		Comments
Number of units:	4	The subject property is a large at 900m ² and is currently vacant.
Respects Setbacks:	Yes	The units are within the required setbacks, approximately 6m from the front property and 3m from the side yards.
Separation of Units	Yes	The units will be a minimum of 3m apart.
Located to Rear of bldg.:	No	There is currently no building on the subject property.
On-site parking:	Yes	There is ample area for parking at each unit.
Sewer connection:	Yes	The applicant has indicated that all four units will be connected to the Ucluelet sewer system.
Water connection:	Yes	The applicant has indicated that all four units will be connected to the Ucluelet potable water system.
Hydro connection:	Yes	The applicant has indicated that all four units will be connected to hydro.
On site manager:	No	The applicant has not indicated an onsite manager in their application but have stated that they would oversee the 4 spaces
Seen from the street:	Yes	The three units will be visible from Boardwalk Boulevard.

Covid 19 Concern:	No	Each unit will have its own facilities similar to a residential dwelling.
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4. Site Plan

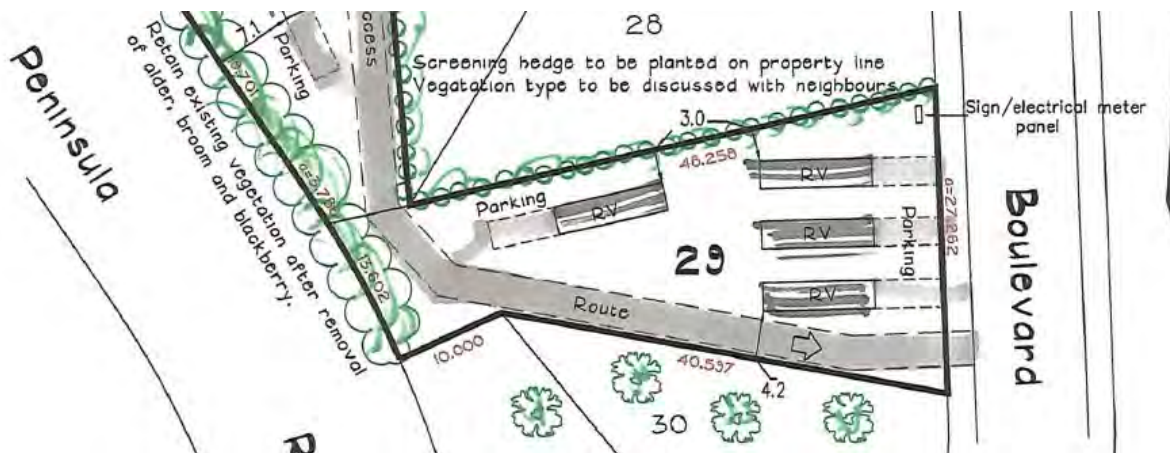


Figure 3 – Site Plan

5. Zoning:

The subject and neighboring properties are zoned CS5–Tourist Accommodation, which allows for a variety of Tourist Accommodation uses such as Hotel, Motel, and Campground.

6. Permit conditions

The following are the recommended site-specific permit conditions:

- An on-site parking space shall be provided for each camping space.
- The Permittee must oversee the use of the Lands and their telephone and email contact shall be provided to the district and updated as required.
- The seasonal RV camping spaces use is only for workers directly involved in the development and construction of Lot 8 and 9 Plan VIP66186.
- No person shall make, allow, or cause to be made any loud, objectionable, or unnecessary noise anywhere on the property which may disturb the peace, quiet, rest, enjoyment, comfort, and/or convenience of the neighborhood between the hours of 10 pm of one day and 7 am of the next day.
- The Permittee shall provide for collection and pickup of garbage and recycling in appropriate wildlife-proof containers.
- Prior to anyone occupying a seasonal RV camping space the permit holder must contact the Fire Department to arrange an inspection by emailing rgeddes@ucluelet.ca or calling (250) 726-7744. The permittee is responsible for maintaining the following for each unit:
 - A working multipurpose fire extinguisher,
 - A working smoke alarm,
 - A working carbon monoxide alarm,
 - A house number prominently displayed at the frontage of the property.

- The staging of construction materials must be directly related to the development of Lot 8 and 9 Plan VIP66186 and shall not occur within the required front, side, or rear yards.
- The front and rear yards must be fully landscaped or retain the existing vegetation except for areas used for parking.
- The municipal Bylaw Enforcement Officer may arrange for site inspection at any time, in a reasonable manner, to monitor compliance with the terms of the Temporary Use Permit.
- Failure of the Permittee to meet and maintain any of the terms listed above may result in suspension of the permit and forfeiture of the security deposit.

7. **Public Notice**

Pursuant to section 494 of the *Local Government Act*, notification has been given for this application as follows:

- This application was advertised in the October 6th, 2021, Westerly News.
- The property owners (registered on the title with BC Land Title and Survey) within 100m of the subject property have been notified by a mailout.
- Tenants on properties within 100m of the subject property have been notified by hand delivery.

- Council should provide an opportunity to be heard to anyone wishing to speak to the application, prior to making a decision on the requested permit.

8. **Options:**

Council may seek clarification from the applicant on any aspect of the proposal. Council may wish to add, remove or modify the permit conditions as it sees fit.

Alternatively, Council could:

- A. **THAT** Council defer a decision on the requested TUP until the applicant has provided additional clarification to address any outstanding questions of Council;
- B. **THAT** Council deny the application; **or**,
- C. **THAT** Council provide alternative direction to Staff.

Respectfully submitted:

John Towgood, Planner
Bruce Greig, Director of Community Planning
Duane Lawrence, Chief Administrative Officer

Appendix A



Reef Point Cottages Ltd.
PO Box 537
1012 Peninsula Road
Ucluelet, British Columbia
V0R 3A0 Canada



Tel: 250-726-2268
Fax: 250-726-4429
Email: cliff@reefpointcottages.com

April 16, 2021

District of Ucluelet
PO Box 999
Ucluelet, BC
V0R 3A0

Attention: Bruce Greig, Planning Department

Dear Sir:

RE: Temporary Use Permit on Lots 26 and 29, Section 21, Clayoquot District, Plan VIP66186

Please find attached our application for a Temporary Use Permit for Lots 26 and 29, Section 21, Clayoquot District, Plan VIP66186.

OWNER:

Lot 26: Reef Point Cottages Ltd.
Lot 29: 1150452 B.C. Ltd.

Although there are different owners for the two parcels, we don't feel this should be a problem as there are no activities that straddle a property line.

PURPOSE:

The purpose of this Temporary Use Permit is to provide temporary construction worker accommodation during the construction of Lots 8/9 (239 Boardwalk Boulevard), Lot 26 and Lot 29. A side benefit of these proposed works is that the existing pond on Lot 26 will be eliminated.

As a campground is a permitted use within the current CS-5 zoning, we are applying to temporarily follow that permitted use on the property during the construction phases of these and the neighbouring 239 Boardwalk Boulevard developments. Note that we are not looking for permanent campground designation – this is strictly an interim measure to house workers and act as a staging area.

The developments that we are proposing on Boardwalk Boulevard are reasonably large developments which cannot be handled in a timely fashion by utilizing just Ucluelet contractors. It will be necessary to import workers and those workers will need accommodation. The property at 239 Boardwalk Boulevard is far too constrained to house workers on-site.

HISTORY:

The original developer of this property (Mark Consiglio) cleared both subject properties (as well as most of the neighbouring lots) in 1998 (+/-). The intent at that time was the construction of a Coast Hotel as part of the then grandiose development plans for the area. Clearly that development was never realized.

During the construction of a neighbouring lot around 2005/6, the owners excavated the lot and, instead of hauling away their overburden, they dumped it on Lot 29 – which they did not own.

Unfortunately, that material created a berm which eliminated the then existing overland drainage course on Lot 29 which in turn created the pond that currently exists on Lot 26.

FUTURE DEVELOPMENT:

The future plan for Lot 26 includes 3 nightly rental suites above, office space on the main floor and staff accommodation in the basement. The design of the form and character of this structure is still underway and time is needed to finalize that design.

The future plan for Lot 29 would be a 10-12 unit motel style development with the form and character of the structures also not yet finalized.

Form and character design of these buildings is underway but we are not yet quite prepared to submit a DP application for Lot 26 and 29 and not yet ready to start construction. We believe an interim use assigned to those properties is appropriate – particularly when considering the lack of construction worker accommodation.

INTERIM SOLUTION:

The development on Lots 8/9 (239 Boardwalk Boulevard) requires soil for landscaping purposes. The developable portion of that property was totally cleared of soil in the past.

An excess of material exists on Lot 29 so rather than importing material for the landscaping at 239 Boardwalk Boulevard, it makes sense to use the excess material on Lot 29 for that purpose.

The plan would be to remove all alder trees and other nuisance vegetation from Lots 26 and 29; drain the pond and install permanent drainage; and remove excess soil from Lot 29 and place on Lots 8/9.

Water, sewer and electrical service would be installed to service the RV pads. The remainder of the site would be finished with a well draining gravel and would be used for material handling/staging. Screening would be installed to mitigate any negative views from the neighbour.

Although the current zoning permits campground use, these RV pads would not be for nightly rentals but strictly for construction worker use. These will not be for long term use. A tradesman will come to Ucluelet, work on his component of the construction, and then leave room for the next tradesman. Obviously we wish to hire as many locals as possible, but it is not realistic to believe that locals alone can get this project built in a timely fashion.

Photo of the pond on Lot 26 – taken from Boardwalk Boulevard



This photo is Lot 26 as it exists today. This clearly shows the pond that has been created by the illegal fill as well as the alder trees that have thrived in this environment.

Our Temporary Use Permit would include removal of the pond and alder trees and taking the land back to a presentable and safe state.

As the current elevation of this lot is significantly lower the Boardwalk Boulevard, the ability to see the interior of the lot will not change under the TUP. The perimeter will look vastly improved with the removal of the alder, blackberry and other nuisance vegetation.

Photo of Lot 29 from Boardwalk Boulevard

The photo below of Lot 29 is taken from Boardwalk Boulevard and shows the alder growth as well as the development on the adjoining Lot 28.

The streetscape here would be vastly improved with only 3 RV parking spots and landscape screening replacing the overgrown alder.

A sign permit will be applied for to support a sign as well as electrical meters for the RV units.

Attached in support of this application please find the following:

- Temporary Use Permit application duly signed together with the application fees
- Title searches for Lots 26 and 29 including copies of all non-financial charges.
- Overall plan showing RV sites and potential future development of Lots 26 and 29.

I trust that the foregoing is self-explanatory, but should you have any questions, please don't hesitate to contact the undersigned at your convenience.

Respectfully submitted

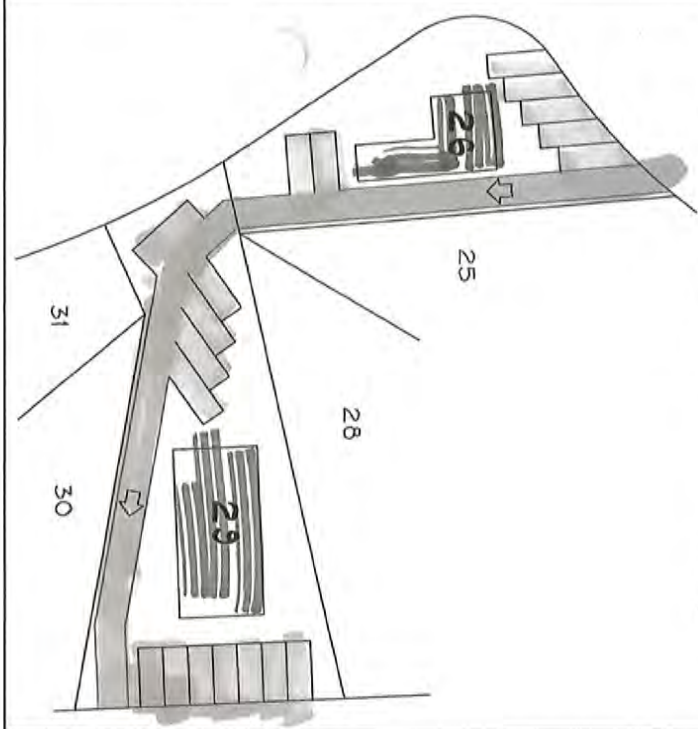
A handwritten signature in black ink, appearing to read 'Cliff McCool'.

Cliff McCool, RI

Plan to Accompany Temporary Use Permit on Lots 26 and 29
 Section 21, Clayoquot District, Plan VIP66186

Scale 1:500

Plan Showing Potential Future Development

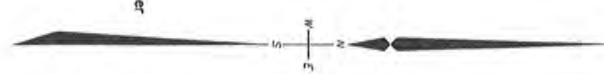
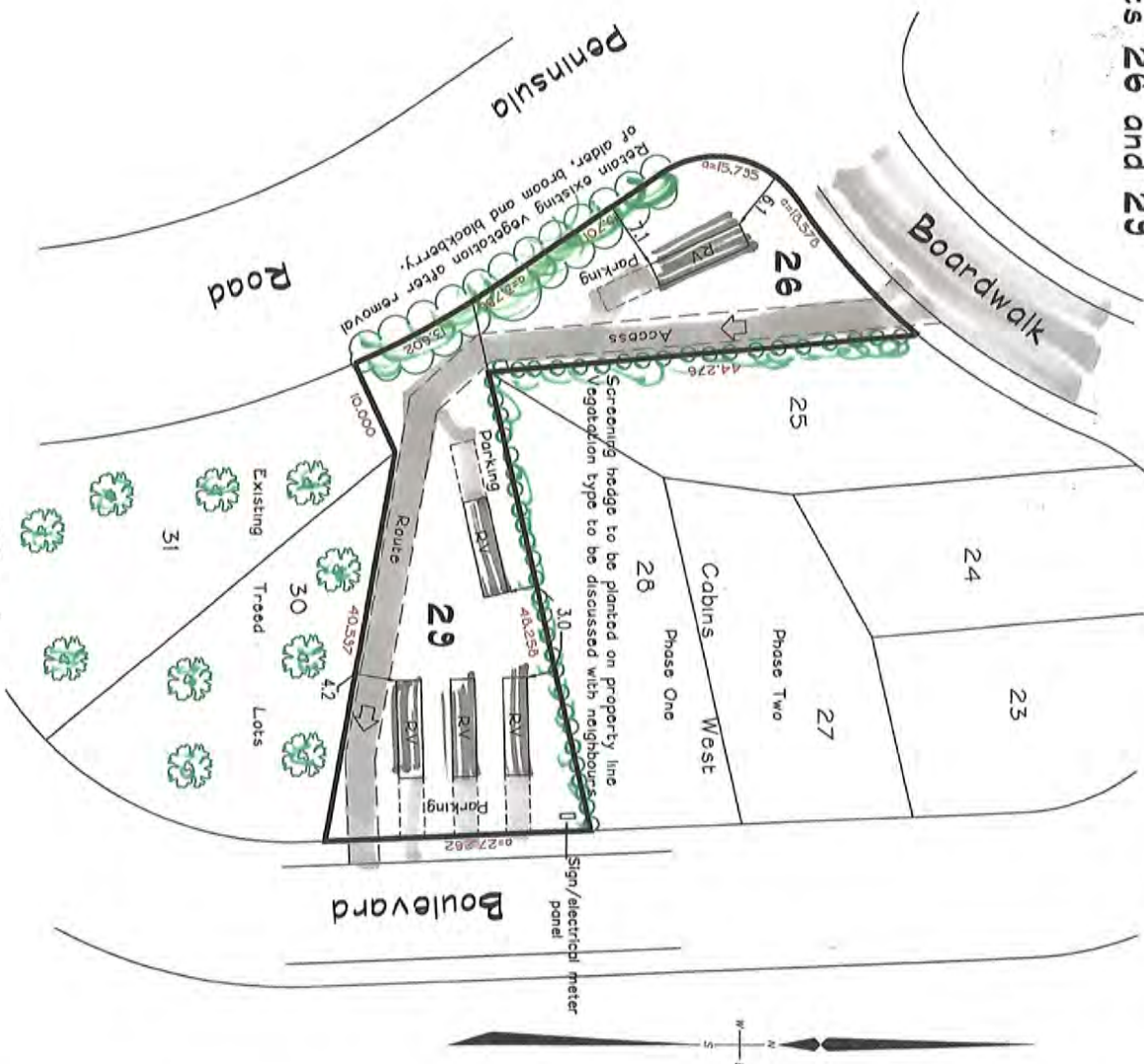


John McLeod
 SITE PLANNER

Box 537
 Uclulet, BC V0R 3A0
 Phone: (250) 726-2228
 Email: jclmccool@gmail.com

Drawn by: CMcC Date: April 8, 2021

Client:
 Dwg#s: 26-23RV





Appendix B

TEMPORARY USE PERMIT TUP-21-17

Pursuant to section 492 to 497 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Temporary Use Permit is issued to:

Reef Point Cottages, No.0609823, PO Box 537, Ucluelet, BC, V0R 3A0 (the "Permittee")

2. This Temporary Use Permit applies to, and only to, those lands within the District of Ucluelet described below, and the buildings, structures, and other development thereon:

254 Boardwalk Blvd; Lot 29, Section 21 Clayoquot District, Plan VIP66186 (the "**Lands**").

3. This Temporary Use Permit is issued subject to compliance with all bylaws of the District of Ucluelet.
4. This Temporary Use Permit does not relieve an owner or occupier from obtaining any other approvals required by any other jurisdiction, or from meeting any other applicable regulations.
5. This Temporary Use Permit authorizes the following use of the Lands, despite the regulations adopted in Ucluelet Zoning Bylaw No. 1160, 2013, as amended:

"To allow four seasonal RV camping spaces for construction workers and the staging of construction materials directly related to the development of Lot 8 and 9 Plan VIP66186 on the Lands"

6. The permit holder, as a condition of issuance of this Permit, agrees to comply with the terms and conditions of **Schedules 3**, which are attached hereto and form part of this permit.
7. The land described herein shall be used and developed strictly in accordance with the terms and conditions and provisions of this Permit.
8. If the Permittee does not substantially commence the use with respect to which this permit was issued within six months after the date it was issued, the Permit shall lapse.
9. Notice shall be filed in the Land Title Office under section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
10. This Permit is valid until the completion of the construction on adjacent Lot 8 and 9 up to a maximum of a three-year period beginning from the date of issuance.
11. This Permit is NOT a Building Permit nor is it a Development Permit.
12. Provisions of sections 495, 496 and 502 of the *Local Government Act* requiring security applies to this permit as set forth in **Schedule 2**.

AUTHORIZING RESOLUTION passed by the Municipal Council on the day of , 2021.

ISSUED the day of , 2021.

Bruce Greig – Director of Community Planning



Schedule 1 Required Undertaking

TO THE DISTRICT OF UCLUELET:

I (We), representing *the Lands* hereby undertake as a condition of issuance of this Temporary Use Permit to:

- a) Cease use and remove any structures built to support the temporary use from the subject property not later than 1 month after the termination date set out on the Temporary Use Permit.
- b) Abide by all conditions of the Temporary Use Permit.
- c) Provide the occupant's contact information to the District of Ucluelet.

I(We) understand that should we not fulfill the undertakings described herein, the District of Ucluelet or its agents may enter upon *the Lands* and perform such work as is necessary to eliminate the temporary use and bring the use and occupancy of the property into compliance with the District of Ucluelet bylaws, and that any securities submitted to the District pursuant to the Temporary Use Permit shall be forfeited and applied to the cost of restoration of *the Lands* as herein set out.

We further understand that in the event of a default of the conditions contained within the Temporary Use Permit, we shall forfeit the securities submitted to the District of Ucluelet.

This undertaking is attached hereto and forms part of the Temporary Use Permit.

Contact Information for the Owner/Manager

Cell: _____

Email: _____

Signatures

Owner: _____

Signature: _____

Date: _____

Owner: _____

Signature: _____

Date: _____

Witness: _____

Signature: _____

Date: _____



Schedule 2 Security

As a condition of the issuance of this Permit, the District of Ucluelet is holding a security set out below to ensure that development is carried out and operated in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. The condition of the posting of the security is that should the Permittee fail to use the land as authorized according to the terms and conditions of the Permit and within the time provided, the District of Ucluelet may use the security to carry out the work by its servants, agents, or contractors, and any surplus shall be paid over to the Permittee; or should the Permittee carry out the development permitted by this Permit within the set time set out above, the security shall be returned to the Permittee. There is filed accordingly:

A Letter of Credit or cash to be deposited into a specified bank account, to be held for the term of the permit in the amount of \$4,000 (\$1000 per unit). The purpose of the security is to cover any associated costs to the District of Ucluelet with respect to the removal of recreational vehicle units and associated structures or services

Schedule 3 - Terms and Conditions

1. An on-site parking space shall be provided for each seasonal RV camping space.
2. The Permittee must oversee the use of the Lands and their telephone and email contact shall be provided to the district and updated as required.
3. The seasonal RV camping spaces use is only for workers directly involved in the development and construction of Lot 8 and 9 Plan VIP66186.
4. No person shall make, allow, or cause to be made any loud, objectionable, or unnecessary noise anywhere within a home containing the Rooming House use which may disturb the peace, quiet, rest, enjoyment, comfort, and/or convenience of the neighborhood between the hours of 10 pm of one day and 7 am of the next day.
5. The proposed seasonal RV spaces are for staff accommodation, to be inhabited by local workers.
6. The minimum length of stay is 30 consecutive days. The maximum length of stay is 6 months.
7. At the end of each seasonal stay, or within 6 months (whichever is less), the Permittee shall notify the Bylaw Services Officer in writing that the unit has been vacated.
8. The Permittee shall provide for collection and pickup of garbage and recycling in appropriate wildlife-proof containers.
9. Prior to anyone occupying a seasonal RV camping space must contact the Fire Department to arrange an inspection by emailing rgeddes@ucluelet.ca or calling (250) 726-7744. The permittee is responsible for maintaining the following for each unit:
 - a. A working multipurpose fire extinguisher,
 - b. A working smoke alarm,
 - c. A working carbon monoxide alarm,
 - d. A house number prominently displayed on the frontage of the property facing the road.
10. The staging of construction materials must be directly related to the development of Lot 8 and 9 Plan VIP66186 and shall not occur withing the required front, side, or rear yards.
11. The front and rear yards must be fully landscaped or retain the existing vegetation except for areas used for parking.
12. The municipal Bylaw Enforcement Officer may arrange for site inspection at any time, in a reasonable manner, to monitor compliance with the terms of the Temporary Use Permit.
13. Failure of the Permittee to meet and maintain any of the terms listed above may result in suspension of the permit and forfeiture of the security deposit.

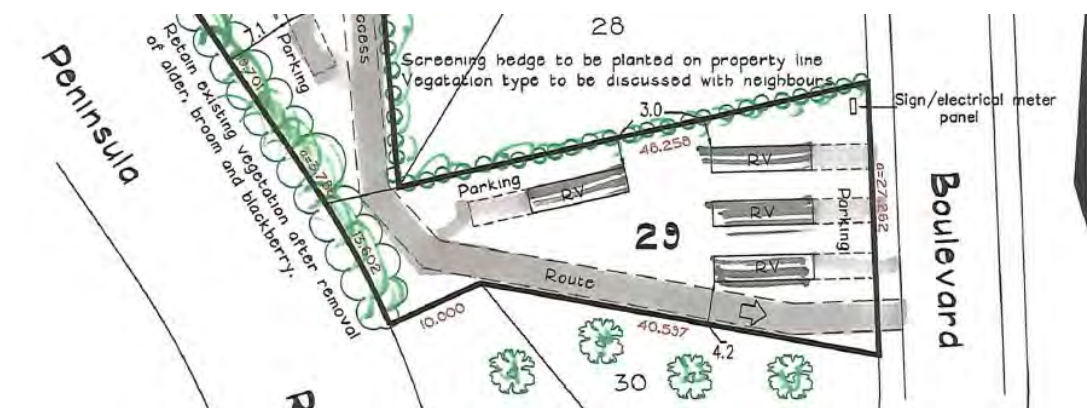


Figure 1 -Plan



STAFF REPORT TO COUNCIL

Council Meeting: October 12, 2021
Matterson Drive, Ucluelet, BC V0R 3A0

FROM:	JOHN TOWGOOD, PLANNER	FILE	3070-20-TUP21-02
		No:	3070-20-TUP21-03
			3070-20-TUP21-04
			3070-20-TUP21-05
SUBJECT:	REQUEST FOR FOUR TEMPORARY USE PERMITS FOR A ROOMING HOUSE USE AT; 1259 EBER ROAD, 1241 EBER ROAD, 277 OTTER STREET, AND 1313 HELEN ROAD	REPORT	21- 144
		No:	
ATTACHMENT(S):	APPENDIX A – APPLICATION APPENDIX B – TEMPORARY USE PERMIT 21-02 THRU 21-05		

Recommendation:

THAT, subject to public comment, Council consider the following four Temporary Use Permits:

- A. **That** Council authorize the issuance of TUP 21-02, to allow for a Rooming House use for four Pacific Rim National Park Reserve employees for a period of up to three years at 1259 Eber Road (Lot 12, Section 21, Clayoquot District, Plan 13683).
- B. **That** Council authorize the issuance of TUP 21-03, to allow for a Rooming House use for four Pacific Rim National Park Reserve employees for a period of up to three years at 1241 Eber Road (Lot 11, Section 21, Clayoquot District, Plan 13683).
- C. **That** Council authorize the issuance of TUP 21-04, to allow for a Rooming House use for three Pacific Rim National Park Reserve employees for a period of up to three years at 277 Otter Street (Lot 8, Section 21, Clayoquot District, Plan 11923).
- D. **That** Council authorize the issuance of TUP 21-05, to allow for a Rooming House use for three Pacific Rim National Park Reserve employees for a period of up to three years at 1313 Helen Road (Lot 10, Block 1, Section 21, Clayoquot District, Plan 9200).

1. **Purpose:**

The purpose of this report is for Council to consider multiple Temporary Use Permit (**TUP**) applications submitted by Pacific Rim National Park Reserve (**PRNPR**) for a Rooming House use on 1259 Eber Road, 1241 Eber Road, 277 Otter Street, and 1313 Helen Road (The "**Subject Properties**") for PRNPR employees.

2. Temporary Use Permit:

A Temporary Use Permit is a process laid out in the *Local Government Act*, Division 8, s.492 to s.497. A Temporary Use Permit allows a use of land, on a temporary basis, not otherwise permitted in the District of Ucluelet's Zoning Bylaw. Temporary use permits may be issued for a period up to three years from the date the permit was approved by Council. Temporary use permits may be renewed once, subject to Council approval. Conditions under which a temporary use may be allowed are established in the permit, including the site design and layout, and length of time the temporary use can occur. Security deposits and letters of undertaking may also be required to ensure conditions are met. Some of the considerations of a temporary use permit are:

- if the temporary use will operate at an intensity of use suitable to the surrounding area;
- if the temporary use will be compatible with regard to use, design, and operation with other surrounding land uses; and
- that the temporary use will operate on a temporary basis only and includes plans, or a letter of undertaking to terminate the use and restore the site by the expiry date of the permit.

3. Discussion:

The subject properties are zoned "**R-1 Single Family Residential**" and under this zoning the principal use is a Single-Family Dwelling (**SFD**) with Bed and Breakfast and Secondary Suite being the allowed secondary uses. The long-term residential renting of a SFD building to a single person or family is allowed in any dwelling unit within Ucluelet. What is being proposed for each property is that the existing SFD be rented out by the owner to three or more separate occupants. If an owner rents individual rooms out within an SFD, to three or more separate occupants, then the use of the building falls under the definition of Rooming House. The Business Regulation & Licensing Bylaw No. 922, 2003 specifically defines a Rooming House as follows:

"Rooming House": means a dwelling unit that is used for the business of renting three or more rooms, with or without board, on a permanent monthly basis.

A TUP is therefore required to allow the proposed uses to occur on the subject properties.

Overall Application

The applicant has requested the Rooming House use for the following four properties:



Figure 1 - Overall site context

1259 Eber Road

The applicant is requesting the Rooming House use for 4 park staff to share the home at 1259 Eber Road with onsite parking as indicated below:



Figure 2 - 1259 Eber Road

This home is in a residential neighborhood with residential uses on both sides and across the street. It should be noted that the home directly to the south is 1241 Eber Road (also forming part of this application).

1241 Eber Road

The applicant is requesting the Rooming House use for 4 park staff to share the home at 1259 Eber Road with onsite parking as indicated below:



Figure 3 - 1241 Eber Road

This home is in a residential neighborhood with residential uses on both sides, and across the street. It should be noted that the home directly to the North is 1259 Eber Road (also forming part of this application)

277 Otter Street

The applicant is requesting the Rooming House use for 3 park staff to share the home at 277 Otter Street with onsite parking as indicated below:



Figure 4 - 277 Otter Street

This home is in a residential neighborhood with residential uses on both sides, to the rear, and across the street.

1313 Helen Road

The applicant is requesting the Rooming House use for 3 park staff to share the home at 1313 Helen Road with onsite parking as indicated below:



Figure 5 – 1313 Helen Road

This home is in a residential neighborhood with residential uses on the north side, to the rear, and across the street with the property directly to the south being vacant.

4. **General Terms and Conditions**

- No other temporary uses other than the above-mentioned uses shall be permitted.
- An on-site parking space shall be provided for each room rented.
- The Permittee must oversee the use of the Lands and their telephone and email contact shall be provided to the District and updated as required.
- The Rooming House use is for Pacific Rim National Park Reserve employee residential accommodation only.
- The Rooming House use is not to be combined with the secondary use of Bed and Breakfast.
- No person shall make, allow, or cause to be made any loud, objectionable, or unnecessary noise anywhere within a home containing the Rooming House use which may disturb the peace, quiet, rest, enjoyment, comfort, and/or convenience of the neighborhood between the hours of 10 pm of one day and 7 am of the next day.
- The Permittee shall provide for collection and pickup of garbage and recycling in appropriate wildlife-proof containers.
- Prior to anyone occupying the home, contact the Fire Department to arrange an inspection by emailing rgeddes@ucluelet.ca or calling (250) 726-7744. The permittee is responsible for maintaining the following for each home:
 - A working multipurpose fire extinguisher,
 - A working smoke alarm,
 - A working carbon monoxide alarm,
 - A house number prominently displayed on the exterior of the home facing the road.
- The municipal Bylaw Enforcement Officer may arrange for site inspection at any time, in a reasonable manner, to monitor compliance with the terms of the Temporary Use Permit.
- Failure of the Permittee to meet and maintain any of the terms listed above may result in suspension of the permit.

5. **Financial Implications:**

All costs associated with this application will be the responsibility of the applicant.

6. **Public Notice:**

Pursuant to section 494 of the *Local Government Act*, notification has been given for this application as follows:

- This application was advertised in the October 6th Westerly News.
 - The property owners (registered on the title with BC Land Title and Survey) within 100m of the subject property have been notified by a mailout.
 - Tenants in properties within 100m of the subject property have been notified by hand delivery.
- Council should provide an opportunity to be heard to anyone wishing to speak to the application, prior to making a decision on the requested permit.

7. **Options:**

It is likely that the Rooming House use is a use already occurring within the community and as priorities permit these occurrences should be identified and brought into compliance. The four TUP applications should be looked at individually in the context of their respective neighbourhood settings. The applicant by being proactive in bringing these applications forward is indicating professional and conscientious management practices.

Alternatively, Council has the following options:

- E. **THAT** Council defer a decision on the requested permit until the applicant has provided clarification to address any outstanding questions of Council;
- F. **THAT** Council deny the application; **or**,
- G. **THAT** Council provide alternative direction to Staff.

Respectfully submitted:

John Towgood, Municipal Planner
 Bruce Greig, Director of Community Planning
 Duane Lawrence, Chief Administrative Officer

Appendix A

277 Otter

- 3 park staff to share accommodation at this location
- Parking identified in picture below
- 3 bedrooms



1241 Eber Rd.

- 4 park staff to share accommodation at this location
- Parking identified in picture below
- 4 bedrooms



1259 Eber

- 4 park staff to share accommodation at this location
- Parking identified in picture below
- 4 bedrooms



1313 Helen Rd

- 4 park staff to share accommodation at this location
- Parking identified in the picture below
- 4 bedrooms





Appendix B

TEMPORARY USE PERMIT TUP-21-02

Pursuant to section 492 to 497 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Temporary Use Permit is issued to:

Her Majesty the Queen in Right of Canada (Pacific Rim National Park Reserve), PO Box 280, Ucluelet, BC, V0R 3A0 (the "Permittee")

2. This Temporary Use Permit applies to, and only to, those lands within the District of Ucluelet described below, and the buildings, structures, and other development thereon:

1259 Eber Road; Lot 12, Section 21, Clayoquot District, Plan 13683 (the "**Lands**").

3. This Temporary Use Permit is issued subject to compliance with all bylaws of the District of Ucluelet.
4. This Temporary Use Permit does not relieve an owner or occupier from obtaining any other approvals required by any other jurisdiction, or from meeting any other applicable regulations.
5. This Temporary Use Permit authorizes the following use of the Lands, despite the regulations adopted in Ucluelet Zoning Bylaw No. 1160, 2013, as amended:

"To allow for a Rooming house use for four Pacific Rim National Park Reserve employees for a period of up to three years on the Lands"

6. The permit holder, as a condition of issuance of this Permit, agrees to comply with the terms and conditions of **Schedules 2**, which are attached hereto and form part of this permit.
7. The land described herein shall be used and developed strictly in accordance with the terms and conditions and provisions of this Permit.
8. If the Permittee does not substantially commence the use with respect to which this permit was issued within six months after the date it was issued, the Permit shall lapse.
9. Notice shall be filed in the Land Title Office under section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
10. This Permit is valid for a three-year period beginning from the permits date of issue.
11. This Permit is NOT a Building Permit nor is it a Development Permit.

AUTHORIZING RESOLUTION passed by the Municipal Council on the day of , 2021.

ISSUED the day of , 2021.

Bruce Greig – Director of Community Planning



Schedule 1 Required Undertaking

TO THE DISTRICT OF UCLUELET:

I (We), representing *the Lands* hereby undertake as a condition of issuance of this Temporary Use Permit to:

- a) Cease use and remove any structures built to support the temporary use from the subject property not later than 1 month after the termination date set out on the Temporary Use Permit.
- b) Abide by all conditions of the Temporary Use Permit.
- c) Provide the occupant's contact information to the District of Ucluelet.

I(We) understand that should we not fulfill the undertakings described herein, the District of Ucluelet or its agents may enter upon *the Lands* and perform such work as is necessary to eliminate the temporary use and bring the use and occupancy of the property into compliance with the District of Ucluelet bylaws, and that any securities submitted to the District pursuant to the Temporary Use Permit shall be forfeited and applied to the cost of restoration of *the Lands* as herein set out.

We further understand that in the event of a default of the conditions contained within the Temporary Use Permit, we shall forfeit the securities submitted to the District of Ucluelet.

This undertaking is attached hereto and forms part of the Temporary Use Permit.

Contact Information for the Owner/Manager

Cell: _____

Email: _____

Signatures

Owner: _____

Signature: _____

Date: _____

Owner: _____

Signature: _____

Date: _____

Witness: _____

Signature: _____

Date: _____

Schedule 2 - Terms and Conditions

1. No other temporary uses other than the above-mentioned uses shall be permitted.
2. An on-site parking space shall be provided for each room rented.
3. The Permittee must oversee the use of the Lands and their telephone and email contact shall be provided to the District and updated as required.
4. The Rooming House use is for Pacific Rim National Park Reserve employee residential accommodation only.
5. The Rooming House use is not to be combined with the secondary use of Bed and Breakfast.
6. No person shall make, allow, or cause to be made any loud, objectionable, or unnecessary noise anywhere within a home containing the Rooming House use which may disturb the peace, quiet, rest, enjoyment, comfort, and/or convenience of the neighborhood between the hours of 10 pm of one day and 7 am of the next day.
7. The Permittee shall provide for collection and pickup of garbage and recycling in appropriate wildlife-proof containers.
8. Prior to anyone occupying the home, contact the Fire Department to arrange an inspection by emailing rgeddes@ucluelet.ca or calling (250) 726-7744. The permittee is responsible for maintaining the following for each home:
 - a. A working multipurpose fire extinguisher,
 - b. A working smoke alarm,
 - c. A working carbon monoxide alarm,
 - d. A house number prominently displayed on the exterior of the home facing the road.
9. The municipal Bylaw Enforcement Officer may arrange for site inspection at any time, in a reasonable manner, to monitor compliance with the terms of the Temporary Use Permit.
10. Failure of the Permittee to meet and maintain any of the terms listed above may result in suspension of the permit.



Figure 1 – Parking Plan



TEMPORARY USE PERMIT TUP-21-03

Pursuant to section 492 to 497 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Temporary Use Permit is issued to:

Her Majesty the Queen in Right of Canada (Pacific Rim National Park Reserve), PO Box 280, Ucluelet, BC, V0R 3A0 (the "Permittee")

2. This Temporary Use Permit applies to, and only to, those lands within the District of Ucluelet described below, and the buildings, structures, and other development thereon:

1241 Eber Road; Lot 11, Section 21, Clayoquot District, Plan 13683 (the "**Lands**").

3. This Temporary Use Permit is issued subject to compliance with all bylaws of the District of Ucluelet.
4. This Temporary Use Permit does not relieve an owner or occupier from obtaining any other approvals required by any other jurisdiction, or from meeting any other applicable regulations.
5. This Temporary Use Permit authorizes the following use of the Lands, despite the regulations adopted in Ucluelet Zoning Bylaw No. 1160, 2013, as amended:

"To allow for a Rooming house use for four Pacific Rim National Park Reserve employees for a period of up to three years on the Lands"

6. The permit holder, as a condition of issuance of this Permit, agrees to comply with the terms and conditions of **Schedules 2**, which are attached hereto and form part of this permit.
7. The land described herein shall be used and developed strictly in accordance with the terms and conditions and provisions of this Permit.
8. If the Permittee does not substantially commence the use with respect to which this permit was issued within six months after the date it was issued, the Permit shall lapse.
9. Notice shall be filed in the Land Title Office under section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
10. This Permit is valid for a three-year period beginning from the permits date of issue.
11. This Permit is NOT a Building Permit nor is it a Development Permit.

AUTHORIZING RESOLUTION passed by the Municipal Council on the day of , 2021.

ISSUED the day of , 2021.

Bruce Greig – Director of Community Planning



Schedule 1 Required Undertaking

TO THE DISTRICT OF UCLUELET:

I (We), representing *the Lands* hereby undertake as a condition of issuance of this Temporary Use Permit to:

- a) Cease use and remove any structures built to support the temporary use from the subject property not later than 1 month after the termination date set out on the Temporary Use Permit.
- b) Abide by all conditions of the Temporary Use Permit.
- c) Provide the occupant's contact information to the District of Ucluelet.

I(We) understand that should we not fulfill the undertakings described herein, the District of Ucluelet or its agents may enter upon *the Lands* and perform such work as is necessary to eliminate the temporary use and bring the use and occupancy of the property into compliance with the District of Ucluelet bylaws, and that any securities submitted to the District pursuant to the Temporary Use Permit shall be forfeited and applied to the cost of restoration of *the Lands* as herein set out.

We further understand that in the event of a default of the conditions contained within the Temporary Use Permit, we shall forfeit the securities submitted to the District of Ucluelet.

This undertaking is attached hereto and forms part of the Temporary Use Permit.

Contact Information for the Owner/Manager

Cell: _____

Email: _____

Signatures

Owner: _____

Signature: _____

Date: _____

Owner: _____

Signature: _____

Date: _____

Witness: _____

Signature: _____

Date: _____

Schedule 2 - Terms and Conditions

1. No other temporary uses other than the above-mentioned uses shall be permitted.
2. An on-site parking space shall be provided for each room rented.
3. The Permittee must oversee the use of the Lands and their telephone and email contact shall be provided to the District and updated as required.
4. The Rooming House use is for Pacific Rim National Park Reserve employee residential accommodation only.
5. The Rooming House use is not to be combined with the secondary use of Bed and Breakfast.
6. No person shall make, allow, or cause to be made any loud, objectionable, or unnecessary noise anywhere within a home containing the Rooming House use which may disturb the peace, quiet, rest, enjoyment, comfort, and/or convenience of the neighborhood between the hours of 10 pm of one day and 7 am of the next day.
7. The Permittee shall provide for collection and pickup of garbage and recycling in appropriate wildlife-proof containers.
8. Prior to anyone occupying the home, contact the Fire Department to arrange an inspection by emailing rgeddes@ucluelet.ca or calling (250) 726-7744. The permittee is responsible for maintaining the following for each home:
 - a. A working multipurpose fire extinguisher,
 - b. A working smoke alarm,
 - c. A working carbon monoxide alarm,
 - d. A house number prominently displayed on the exterior of the home facing the road.
9. The municipal Bylaw Enforcement Officer may arrange for site inspection at any time, in a reasonable manner, to monitor compliance with the terms of the Temporary Use Permit.
10. Failure of the Permittee to meet and maintain any of the terms listed above may result in suspension of the permit.



Figure 1 – Parking Plan



TEMPORARY USE PERMIT TUP-21-04

Pursuant to section 492 to 497 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Temporary Use Permit is issued to:

Her Majesty the Queen in Right of Canada (Pacific Rim National Park Reserve), PO Box 280, Ucluelet, BC, V0R 3A0 (the "Permittee")

2. This Temporary Use Permit applies to, and only to, those lands within the District of Ucluelet described below, and the buildings, structures, and other development thereon:

277 Otter Street; Lot 8, Section 21, Clayoquot District, Plan 11923 (the "**Lands**").

3. This Temporary Use Permit is issued subject to compliance with all bylaws of the District of Ucluelet.

4. This Temporary Use Permit does not relieve an owner or occupier from obtaining any other approvals required by any other jurisdiction, or from meeting any other applicable regulations.

5. This Temporary Use Permit authorizes the following use of the Lands, despite the regulations adopted in Ucluelet Zoning Bylaw No. 1160, 2013, as amended:

"To allow for a Rooming house use for three Pacific Rim National Park Reserve employees for a period of up to three years on the Lands"

6. The permit holder, as a condition of issuance of this Permit, agrees to comply with the terms and conditions of **Schedules 2**, which are attached hereto and form part of this permit.

7. The land described herein shall be used and developed strictly in accordance with the terms and conditions and provisions of this Permit.

8. If the Permittee does not substantially commence the use with respect to which this permit was issued within six months after the date it was issued, the Permit shall lapse.

9. Notice shall be filed in the Land Title Office under section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.

10. This Permit is valid for a three-year period beginning from the permits date of issue.

11. This Permit is NOT a Building Permit nor is it a Development Permit.

AUTHORIZING RESOLUTION passed by the Municipal Council on the day of , 2021.

ISSUED the day of , 2021.

Bruce Greig – Director of Community Planning



Schedule 1 Required Undertaking

TO THE DISTRICT OF UCLUELET:

I (We), representing *the Lands* hereby undertake as a condition of issuance of this Temporary Use Permit to:

- a) Cease use and remove any structures built to support the temporary use from the subject property not later than 1 month after the termination date set out on the Temporary Use Permit.
- b) Abide by all conditions of the Temporary Use Permit.
- c) Provide the occupant’s contact information to the District of Ucluelet.

I(We) understand that should we not fulfill the undertakings described herein, the District of Ucluelet or its agents may enter upon *the Lands* and perform such work as is necessary to eliminate the temporary use and bring the use and occupancy of the property into compliance with the District of Ucluelet bylaws, and that any securities submitted to the District pursuant to the Temporary Use Permit shall be forfeited and applied to the cost of restoration of *the Lands* as herein set out.

We further understand that in the event of a default of the conditions contained within the Temporary Use Permit, we shall forfeit the securities submitted to the District of Ucluelet.

This undertaking is attached hereto and forms part of the Temporary Use Permit.

Contact Information for the Owner/Manager

Cell: _____

Email: _____

Signatures

Owner: _____

Signature: _____

Date: _____

Owner: _____

Signature: _____

Date: _____

Witness: _____

Signature: _____

Date: _____

Schedule 2 - Terms and Conditions

1. No other temporary uses other than the above-mentioned uses shall be permitted.
2. An on-site parking space shall be provided for each room rented.
3. The Permittee must oversee the use of the Lands and their telephone and email contact shall be provided to the District and updated as required.
4. The Rooming House use is for Pacific Rim National Park Reserve employee residential accommodation only.
5. The Rooming House use is not to be combined with the secondary use of Bed and Breakfast.
6. No person shall make, allow, or cause to be made any loud, objectionable, or unnecessary noise anywhere within a home containing the Rooming House use which may disturb the peace, quiet, rest, enjoyment, comfort, and/or convenience of the neighborhood between the hours of 10 pm of one day and 7 am of the next day.
7. The Permittee shall provide for collection and pickup of garbage and recycling in appropriate wildlife-proof containers.
8. Prior to anyone occupying the home, contact the Fire Department to arrange an inspection by emailing rgeddes@ucluelet.ca or calling (250) 726-7744. The permittee is responsible for maintaining the following for each home:
 - a. A working multipurpose fire extinguisher,
 - b. A working smoke alarm,
 - c. A working carbon monoxide alarm,
 - d. A house number prominently displayed on the exterior of the home facing the road.
9. The municipal Bylaw Enforcement Officer may arrange for site inspection at any time, in a reasonable manner, to monitor compliance with the terms of the Temporary Use Permit.
10. Failure of the Permittee to meet and maintain any of the terms listed above may result in suspension of the permit.



Figure 1 – Parking Plan



TEMPORARY USE PERMIT TUP-21-05

Pursuant to section 492 to 497 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Temporary Use Permit is issued to:

Her Majesty the Queen in Right of Canada (Pacific Rim National Park Reserve), PO Box 280, Ucluelet, BC, V0R 3A0 (the "Permittee")

2. This Temporary Use Permit applies to, and only to, those lands within the District of Ucluelet described below, and the buildings, structures, and other development thereon:

1313 Helen Road; Lot 10, Block 1, Section 21, Clayoquot District, Plan 9200 (the "**Lands**").

3. This Temporary Use Permit is issued subject to compliance with all bylaws of the District of Ucluelet.
4. This Temporary Use Permit does not relieve an owner or occupier from obtaining any other approvals required by any other jurisdiction, or from meeting any other applicable regulations.
5. This Temporary Use Permit authorizes the following use of the Lands, despite the regulations adopted in Ucluelet Zoning Bylaw No. 1160, 2013, as amended:

"To allow for a Rooming house use for three Pacific Rim National Park Reserve employees for a period of up to three years on the Lands"

6. The permit holder, as a condition of issuance of this Permit, agrees to comply with the terms and conditions of **Schedules 2**, which are attached hereto and form part of this permit.
7. The land described herein shall be used and developed strictly in accordance with the terms and conditions and provisions of this Permit.
8. If the Permittee does not substantially commence the use with respect to which this permit was issued within six months after the date it was issued, the Permit shall lapse.
9. Notice shall be filed in the Land Title Office under section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
10. This Permit is valid for a three-year period beginning from the permits date of issue.
11. This Permit is NOT a Building Permit nor is it a Development Permit.

AUTHORIZING RESOLUTION passed by the Municipal Council on the day of , 2021.

ISSUED the day of , 2021.

Bruce Greig – Director of Community Planning



Schedule 1 Required Undertaking

TO THE DISTRICT OF UCLUELET:

I (We), representing *the Lands* hereby undertake as a condition of issuance of this Temporary Use Permit to:

- a) Cease use and remove any structures built to support the temporary use from the subject property not later than 1 month after the termination date set out on the Temporary Use Permit.
- b) Abide by all conditions of the Temporary Use Permit.
- c) Provide the occupant's contact information to the District of Ucluelet.

I(We) understand that should we not fulfill the undertakings described herein, the District of Ucluelet or its agents may enter upon *the Lands* and perform such work as is necessary to eliminate the temporary use and bring the use and occupancy of the property into compliance with the District of Ucluelet bylaws, and that any securities submitted to the District pursuant to the Temporary Use Permit shall be forfeited and applied to the cost of restoration of *the Lands* as herein set out.

We further understand that in the event of a default of the conditions contained within the Temporary Use Permit, we shall forfeit the securities submitted to the District of Ucluelet.

This undertaking is attached hereto and forms part of the Temporary Use Permit.

Contact Information for the Owner/Manager

Cell: _____

Email: _____

Signatures

Owner: _____

Signature: _____

Date: _____

Owner: _____

Signature: _____

Date: _____

Witness: _____

Signature: _____

Date: _____

Schedule 2 - Terms and Conditions

1. No other temporary uses other than the above-mentioned uses shall be permitted.
2. An on-site parking space shall be provided for each room rented.
3. The Permittee must oversee the use of the Lands and their telephone and email contact shall be provided to the District and updated as required.
4. The Rooming House use is for Pacific Rim National Park Reserve employee residential accommodation only.
5. The Rooming House use is not to be combined with the secondary use of Bed and Breakfast.
6. No person shall make, allow, or cause to be made any loud, objectionable, or unnecessary noise anywhere within a home containing the Rooming House use which may disturb the peace, quiet, rest, enjoyment, comfort, and/or convenience of the neighborhood between the hours of 10 pm of one day and 7 am of the next day.
7. The Permittee shall provide for collection and pickup of garbage and recycling in appropriate wildlife-proof containers.
8. Prior to anyone occupying the home, contact the Fire Department to arrange an inspection by emailing rgeddes@ucluelet.ca or calling (250) 726-7744. The permittee is responsible for maintaining the following for each home:
 - a. A working multipurpose fire extinguisher,
 - b. A working smoke alarm,
 - c. A working carbon monoxide alarm,
 - d. A house number prominently displayed on the exterior of the home facing the road.
9. The municipal Bylaw Enforcement Officer may arrange for site inspection at any time, in a reasonable manner, to monitor compliance with the terms of the Temporary Use Permit.
10. Failure of the Permittee to meet and maintain any of the terms listed above may result in suspension of the permit.



Figure 1 – Parking Plan



STAFF REPORT TO COUNCIL

Council Meeting: October 12, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM:	JOHN TOWGOOD, PLANNER	FILE No:	3070-20-TUP21-18
SUBJECT:	TEMPORARY USE PERMIT 21-18, 210 MINATO ROAD	REPORT No:	21-149
ATTACHMENT(S):	APPENDIX A – APPLICATION APPENDIX B – DRAFT TEMPORARY USE PERMIT		

Recommendation

THAT, subject to public comment, with regard to 210 Minato Road; Lot 1, Clayoquot District, Plan VIP58757, Council consider the following:

- A. That Council authorize the issuance of Temporary Use Permit 21-18 for a period of 3 years, to allow two seasonal RV camping spaces for local workers.

1. Purpose:

The purpose of this report is to review a specific application for two seasonal RV camping spaces for local workers on 210 Minato Road; Lot 1, Clayoquot District, Plan VIP58757 (the “**Subject Property**”). The subject property is zoned for a maximum of 6 guestrooms plus 4 guest cabins; the property has been operating for many years with 2 cabins and no guest rooms within the main house. Eventually the owners plan to construct 2 additional cabins. In the interim, the owners propose to service the future cabin site and make them available to local workers on a seasonal basis as RV sites.

2. Subject Property Location

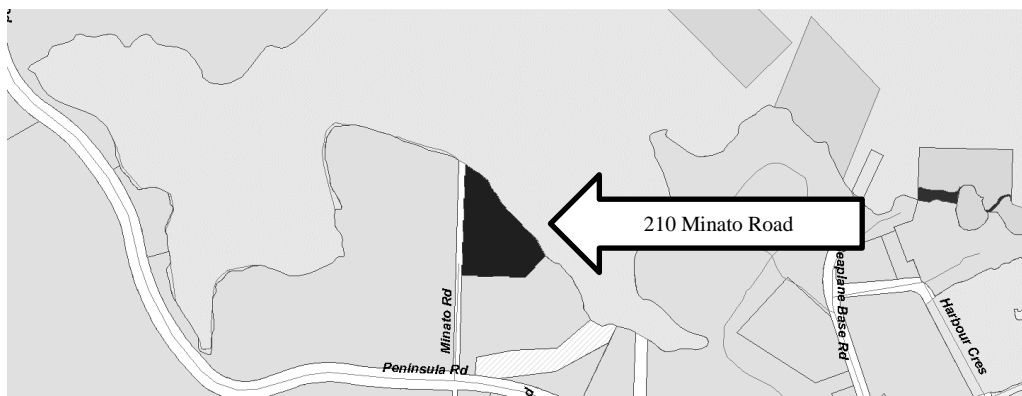


Figure 1 - Subject Property

3. **Application Specifics:**

Item		Comments
Number of units:	2	The subject property is a large at 3.4 acre and has a single family dwelling and two guest cabins built on the property.
Respects Setbacks:	Yes	The units are well within the required setbacks.
Separation of Units	Yes	The units will be much more than the minimum of 3m apart.
Located to Rear of bldg.:	No	The property is well forested, the RV's are located in a forested area to the side the single family dwelling.
On-site parking:	Yes	There is ample area for parking at each unit.
Sewer connection:	Yes	The applicant has indicated that the two units will be connected to the Ucluelet sewer system.
Water connection:	Yes	The applicant has indicated that the two units will be connected to the Ucluelet potable water system.
Hydro connection:	Yes	The applicant has indicated that the two units will be connected to hydro.
On site manager:	No	The applicant lives on the property.
Seen from the street:	Yes	The two units will not be visible from Minato Road.
Covid 19 Concern:	No	Each unit will have its own facilities similar to a residential dwelling.

4. **Site Plan**

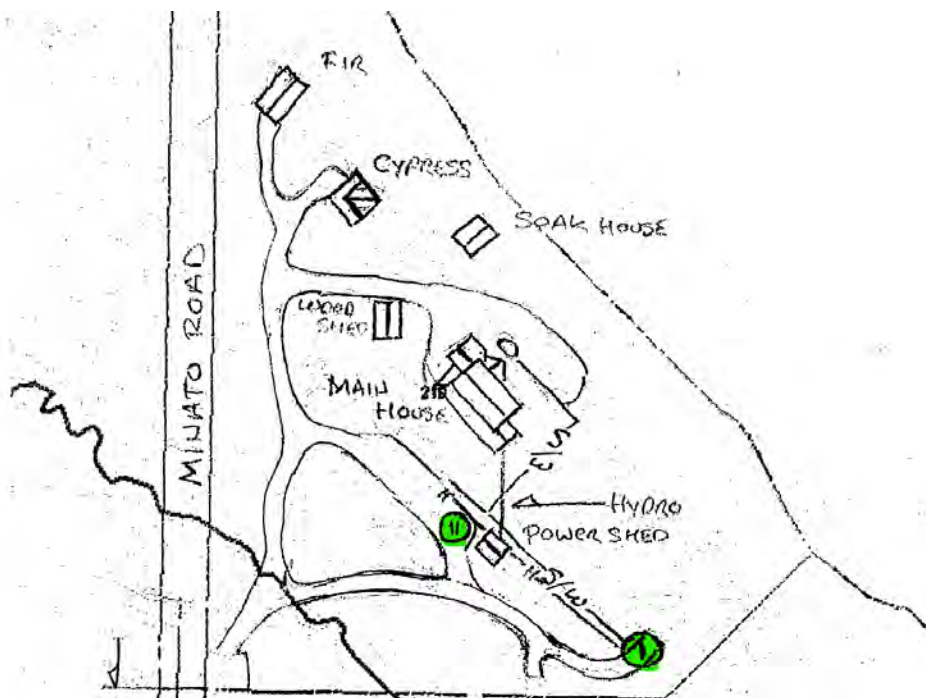


Figure 2 – Site Plan

5. **Zoning:**

The subject and neighboring properties are zoned GH- Guest House, which allows for a Single Family dwelling along with a guesthouse (up to 6 guest rooms) and guest cabin (up to 4 cabins) use.

6. **Permit conditions**

The following are the recommended site-specific permit conditions:

- An on-site parking space shall be provided for each seasonal RV camping spaces.
- The Permittee must oversee the use of the Lands and their telephone and email contact shall be provided to the district and updated as required.
- The seasonal RV camping spaces use is only for local workers only.
- No person shall make, allow, or cause to be made any loud, objectionable, or unnecessary noise anywhere within a home containing the seasonal RV camping spaces which may disturb the peace, quiet, rest, enjoyment, comfort, and/or convenience of the neighborhood between the hours of 10 pm of one day and 7 am of the next day.
- The Permittee shall provide for collection and pickup of garbage and recycling in appropriate wildlife-proof containers.
- Prior to anyone occupying a seasonal RV camping space must contact the Fire Department to arrange an inspection by emailing rgeddes@ucluelet.ca or calling (250) 726-7744. The permittee is responsible for maintaining the following for each unit:
 - A working multipurpose fire extinguisher,
 - A working smoke alarm,
 - A working carbon monoxide alarm,
 - A house number prominently displayed on the exterior of the property facing the road.
- The municipal Bylaw Enforcement Officer may arrange for site inspection at any time, in a reasonable manner, to monitor compliance with the terms of the Temporary Use Permit.
- Failure of the Permittee to meet and maintain any of the terms listed above may result in suspension of the permit and forfeiture of the security deposit.

7. **Public Notice**

Pursuant to section 494 of the *Local Government Act*, notification has been given for this application as follows:

- This application was advertised in the October 6th, 2021, Westerly News.
 - The property owners (registered on the title with BC Land Title and Survey) within 100m of the subject property have been notified by a mailout.
 - Tenants on properties within 100m of the subject property have been notified by hand delivery.
- Council should provide an opportunity to be heard to anyone wishing to speak to the application, prior to making a decision on the requested permit.

8. **Options:**

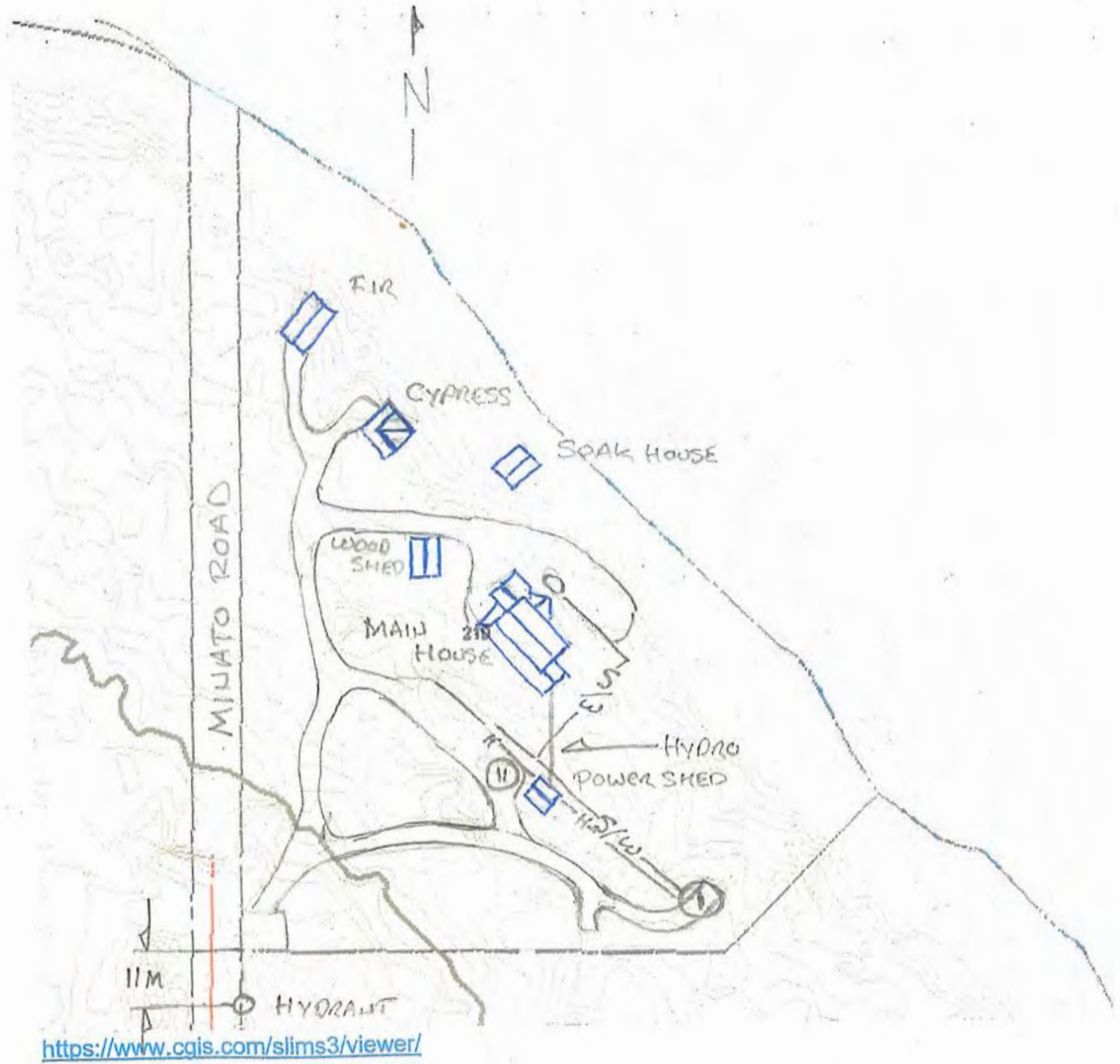
Council may seek clarification from the applicant on any aspect of the proposal. Council may wish to add, remove or modify the permit conditions as it sees fit.

Alternatively, Council could:

- A. **THAT** Council defer a decision on the requested TUP until the applicant has provided additional clarification to address any outstanding questions of Council;
- B. **THAT** Council deny the application; **or,**
- C. **THAT** Council provide alternative direction to Staff.

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

FORTUNE COVE TUP
210 MINATO ROAD



TUP SITES = (1) (2)

Written Statement of intent

Fortune Cove Cabins

210 Minato Road

The purpose of this application is to provide up to two sites for a Temporary Use Permit (TUP) to support temporary employee housing throughout the year. Fortune Cove Cabins request a TUP for up to three years for the sites with up to six month stay for the workers. Our intent is to support local workers in Ucluelet by providing a space to allow for self contained trailers. The location is such that it will not disturb the surrounding neighbourhood. We feel this TUP permit provides the intended flexibility to support local workers, and social goals while balancing public and private interests.

The site meets and complies with the TUP guidelines and usage. The property is zoned Guest House, it is our intent to eventually build out the remaining two guest houses. As we are looking at a transitional stage to the eventual build of the cabins, we are currently putting in services to supply water, sewer, and hydro for the two TUP sites to support both short term and long term projects. There will be a caretaker (owners) on site at all times.



Appendix B

TEMPORARY USE PERMIT TUP-21-18

Pursuant to section 492 to 497 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Temporary Use Permit is issued to:

Mark Fortune, PO Box 898, Ucluelet, BC, V0R 3A0 (the "Permittee")

2. This Temporary Use Permit applies to, and only to, those lands within the District of Ucluelet described below, and the buildings, structures, and other development thereon:

210 Minato Road; Lot 1, Clayoquot District, Plan VIP58757 (the "Lands").

3. This Temporary Use Permit is issued subject to compliance with all bylaws of the District of Ucluelet.
4. This Temporary Use Permit does not relieve an owner or occupier from obtaining any other approvals required by any other jurisdiction, or from meeting any other applicable regulations.
5. This Temporary Use Permit authorizes the following use of the Lands, despite the regulations adopted in Ucluelet Zoning Bylaw No. 1160, 2013, as amended:

"To allow two seasonal RV camping spaces for local workers on the Lands"

6. The permit holder, as a condition of issuance of this Permit, agrees to comply with the terms and conditions of **Schedules 3**, which are attached hereto and form part of this permit.
7. The land described herein shall be used and developed strictly in accordance with the terms and conditions and provisions of this Permit.
8. If the Permittee does not substantially commence the use with respect to which this permit was issued within six months after the date it was issued, the Permit shall lapse.
9. Notice shall be filed in the Land Title Office under section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
10. This Permit is valid for a three-year period beginning from the permits date of issue.
11. This Permit is NOT a Building Permit nor is it a Development Permit.
12. Provisions of sections 495, 496 and 502 of the *Local Government Act* requiring security applies to this permit as set forth in **Schedule 2**.

AUTHORIZING RESOLUTION passed by the Municipal Council on the day of , 2021.

ISSUED the day of , 2021.

Bruce Greig – Director of Community Planning



Schedule 1 Required Undertaking

TO THE DISTRICT OF UCLUELET:

I (We), representing *the Lands* hereby undertake as a condition of issuance of this Temporary Use Permit to:

- a) Cease use and remove any structures built to support the temporary use from the subject property not later than 1 month after the termination date set out on the Temporary Use Permit.
- b) Abide by all conditions of the Temporary Use Permit.
- c) Provide the occupant’s contact information to the District of Ucluelet.

I(We) understand that should we not fulfill the undertakings described herein, the District of Ucluelet or its agents may enter upon *the Lands* and perform such work as is necessary to eliminate the temporary use and bring the use and occupancy of the property into compliance with the District of Ucluelet bylaws, and that any securities submitted to the District pursuant to the Temporary Use Permit shall be forfeited and applied to the cost of restoration of *the Lands* as herein set out.

We further understand that in the event of a default of the conditions contained within the Temporary Use Permit, we shall forfeit the securities submitted to the District of Ucluelet.

This undertaking is attached hereto and forms part of the Temporary Use Permit.

Contact Information for the Owner/Manager

Cell: _____

Email: _____

Signatures

Owner: _____

Signature: _____

Date: _____

Owner: _____

Signature: _____

Date: _____

Witness: _____

Signature: _____

Date: _____



Schedule 2 Security

As a condition of the issuance of this Permit, the District of Ucluelet is holding a security set out below to ensure that development is carried out and operated in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. The condition of the posting of the security is that should the Permittee fail to use the land as authorized according to the terms and conditions of the Permit and within the time provided, the District of Ucluelet may use the security to carry out the work by its servants, agents, or contractors, and any surplus shall be paid over to the Permittee; or should the Permittee carry out the development permitted by this Permit within the set time set out above, the security shall be returned to the Permittee. There is filed accordingly:

A Letter of Credit or cash to be deposited into a specified bank account, to be held for the term of the permit in the amount of \$2,000 (\$1000 per unit). The purpose of the security is to cover any associated costs to the District of Ucluelet with respect to the removal of recreational vehicle units and associated structures or services



Schedule 3 - Terms and Conditions

1. An on-site parking space shall be provided for each seasonal RV camping space.
2. The Permittee must oversee the use of the Lands and their telephone and email contact shall be provided to the district and updated as required.
3. The seasonal RV camping spaces use is only for local workers only.
4. No person shall make, allow, or cause to be made any loud, objectionable, or unnecessary noise anywhere within a home containing the seasonal RV camping spaces use which may disturb the peace, quiet, rest, enjoyment, comfort, and/or convenience of the neighborhood between the hours of 10 pm of one day and 7 am of the next day.
5. The proposed seasonal RV spaces are for staff accommodation, to be inhabited by local workers.
6. The minimum length of stay is 30 consecutive days. The maximum length of stay is 6 months.
7. At the end of each seasonal stay, or within 6 months (whichever is less), the Permittee shall notify the Bylaw Services Officer in writing that the unit has been vacated.
8. The Permittee shall provide for collection and pickup of garbage and recycling in appropriate wildlife-proof containers.
9. Prior to anyone occupying a seasonal RV camping space must contact the Fire Department to arrange an inspection by emailing rgeddes@ucluelet.ca or calling (250) 726-7744. The permittee is responsible for maintaining the following for each home:
 - a. A working multipurpose fire extinguisher,
 - b. A working smoke alarm,
 - c. A working carbon monoxide alarm,
 - d. A house number prominently displayed on the exterior of the home facing the road.
10. The municipal Bylaw Enforcement Officer may arrange for site inspection at any time, in a reasonable manner, to monitor compliance with the terms of the Temporary Use Permit.
11. Failure of the Permittee to meet and maintain any of the terms listed above may result in suspension of the permit and forfeiture of the security deposit.

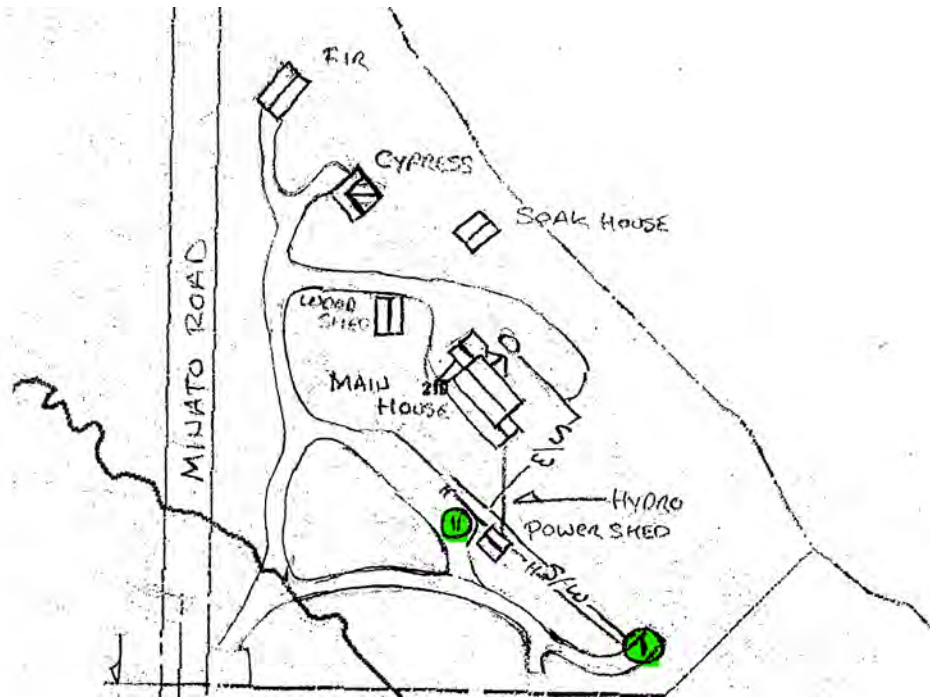


Figure 1 -Plan



STAFF REPORT TO COUNCIL

Council Meeting: OCTOBER 12, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: RICK GEDDES, FIRE CHIEF

FILE NO: 1855-03

SUBJECT: COMMUNITY RESILIENCY INVESTMENT PROGRAM FUNDING

REPORT NO: 21-145

ATTACHMENT: APPENDIX A – COMMUNITY RESILIENCY INVESTMENT PROGRAM FIRESMART COMMUNITY FUNDING GRANT APPLICATION AND WORKSHEET 1

RECOMMENDATION(S):

1. **THAT** Council supports the activities outlined in the District of Ucluelet 2021 grant application to the UBCM Community Resiliency Investment Program - FireSmart Community Funding & Supports 2021; and
2. **THAT** Council will provide overall grant management of the UBCM Community Resiliency Investment Program - FireSmart Community Funding & Supports 2022.

PURPOSE:

The purpose of this report is to establish support from Council by way of a resolution for the activities outlined in the UBCM Community Resiliency Investment Program – FireSmart Community Funding & Supports 2021 grant application.

BACKGROUND:

Wildfire prevention is a shared responsibility. Ucluelet residents can help maximize the protection of their properties from wildfire by following FireSmart disciplines.

FireSmart is a framework for living with and managing wildfire. FireSmart utilizes the following seven principles to help protect and preserve fire-prone areas:

- Education – to keep communities prepared,
- Vegetation management – to protect homes and structures from the ground up,
- Emergency planning – from protection to evacuation response,
- Cross-training – firefighters for both wildfire and structural fire response,
- Inter-agency co-operation – so stakeholders are working together,
- Legislation and planning, and
- Development considerations – like fire-resistant materials, road access, reliable water sources.

FireSmart Canada leads the development of resources and programs designed to empower the public and increase neighbourhood resilience to wildfire across Canada. FireSmart Canada develops programs and resources that are based on peer reviewed and defensible science.

Appendix A

Community Resiliency Investment Program 2022 FireSmart Community Funding & Supports Application Form

Please complete and return the application form and all required attachments by October 8, 2021.

All questions are required to be answered by typing directly in this form. If you have any questions, contact cri@ubcm.ca or (250) 356-2947.

SECTION 1: Applicant Information	CRI- <i>(administrative use only)</i>
Name of Local Government or First Nation: District of Ucluelet	Complete Mailing Address: 200 Main St. PO Box 999 Ucluelet BC V0R 3A0
Contact Person*: Rick Geddes	Position: Fire Chief
Phone: 250-266-2254	E-mail: rgeddes@ucluelet.ca

* Contact person must be an authorized representative of the applicant (i.e. staff member or elected official).

<p>SECTION 2: Type of Application – Please identify the type of application you are submitting and provide the required information. Refer to Section 4 in the Program & Application Guide for eligibility.</p>
<p>1. Type of Application (select one only):</p> <p><input checked="" type="checkbox"/> Single applicant (as identified in Section 1 of the application form)</p> <p><input type="checkbox"/> Regional Project for Multiple Eligible Applicants. Please list all of the partnering eligible applicants included in this application:</p> <p><input type="checkbox"/> Regional Projects for Regional District Applications Including Multiple Electoral Areas. Please list all electoral areas included in this application and submit a separate Worksheet 1 for each:</p>
<p>2. Rationale for Regional Projects (only). Please provide a rationale for submitting a regional project application and describe how this approach will support cost-efficiencies in the total funding request.</p>

<p>SECTION 3: Project Summary</p>
--

3. Name of the Project:

2022 Ucluelet CRIP Projects

4. Project Summary. Please provide a summary of your project in 150 words or less.

The District of Ucluelet is a new community to the FireSmart program and has very little existing community engagement and planning with the FireSmart program. Ucluelet is looking to increase their community wildfire resiliency through planning and education.

This year, Ucluelet is looking for the following funding:

- 1) The development of a Community Wildfire Resiliency Plan (CWRP) with the explicit goals to increase the community's capacity and understanding of wildfire risk; foster greater collaboration across administrative boundaries; and be more responsive to the needs of the community (in terms of size, capacity, and potential threats of wildfire). Ucluelet will collaborate with industry partners who have significant experience in this field.
- 2) Cross training of volunteer firefighters through the S-100 and other appropriate wildfire suppression courses. This training is intended to increase community awareness of FireSmart activities and proactive preparedness for wildfire activity. Community training includes Local FireSmart Representative staff.
- 3) A Community FireSmart Education Day and promotion, introducing FireSmart initial concepts to the community. Ucluelet is planning on advancing FireSmart recognition and gradually increasing the education of the community on the FireSmart program.

5. Fire Centre (use check boxes). Indicate which Fire Centre the proposed activities are located in (check all that apply). Cariboo Fire Centre Coastal Fire Centre Kamloops Fire Centre Northwest Fire Centre Prince George Fire Centre Southeast Fire Centre**6. Project Cost & Funding Request:**

Total project cost:

Total funding request for FireSmart activities (as indicated on Worksheet(s) 1): \$47,350.00

Total funding request for fuel management activities (as indicated on Worksheet 2): \$ 0

Total project funding request: \$ 47,350.00

Have you applied for or received funding for this project from other sources? **No**. If yes, please provide details below.

- 7. Progress to Date.** If you were approved for funding under the 2019, 2020 and/or 2021 CRI FireSmart Community Funding & Supports programs, or the 2021 FireSmart Economic Recovery Fund, please describe the activities that have been completed to date and/or what activities your community has not yet completed but will be undertaking to increase resiliency.

2019 project: N/A

2020 project: N/A

2021 projects(s) – FSCFS and/or FSERF:

This is the first year the District of Ucluelet has applied for FireSmart funding.

Further, if any activities that were funded under these programs were impacted or delayed by COVID-19 or public health requirements, please describe:

SECTION 4: Requirements for Funding (refer to Section 5 of Program & Application Guide)

- 8. Engagement Prior to Submitting an Application.** In order to qualify for funding, applicants must demonstrate their level of engagement with a BCWS Wildfire Prevention Officer, FNESS Fuel Management Specialist, and, if applicable, the FLNRORD district, region, or relevant Land Manager to ensure project alignment with Land Manager priorities when activities are occurring on Provincial Crown land (including during CWRP development).

Please indicate the name(s) and title(s) of the person(s) you engaged with and describe the extent of that engagement.

Tony Botica (Tony.Botica@gov.bc.ca), BCWS-WPO for the Coastal FC has been contacted by the applicant and made aware of these applications. A draft was sent to him well before the deadline, and feedback was received on the application. Proof of that engagement has been attached.

- 9. Acceptable Plan.** In order to qualify for funding, applicants must have a current and acceptable plan that includes assessment and identification of FireSmart and/or fuel management priorities (i.e. Community Wildfire Resiliency Plan, Community Wildfire Protection Plan, Crown Land WRR Tactical or Fuel Management Plan, etc.).

Please outline how your community meets this requirement. Note: applicants that do not have a current and acceptable plan may apply to develop or update a plan.

This year's application is intended to develop the first Community Wildfire Resiliency Plan for Ucluelet. Given the increased wildfire activity throughout BC, Ucluelet is interested in proactively educating and training community members due to increased potential wildfire activity.

Attach completed plans, assessments, and/or excerpts from higher-level plans with the application form.

SECTION 5: Wildfire Risk & Rationale

- 10. A. WUI Wildfire Risk Class.** What is the WUI Risk Class (1 – 5) for the general area of interest of your community or proposed activities, including the WUI polygon name, from the risk class map? Refer to Appendix 2 of the Program & Application Guide.

Fire Zone: V7-Mid Island Fire Zone

Risk Class Code: 5

WUI Polygon Name: Ucluelet

Label: WUI P: Ucluelet RC: 5

B. If local assessments provide additional evidence of higher wildfire risk than the WUI Risk Class, provide specific evidence of wildfire risk (reference to appropriate section of a CWRP/CWPP or other plan, etc.).

Ucluelet is intending to use funds for their first community planning and training efforts according to FireSmart principles.

Additional evidence for higher wildfire risk (e.g. CWRP/CWPP extract, copies of assessments, etc.) is required to be submitted with the application form.

C. For the purpose of FireSmart Community Funding & Supports grants, identify the risk category that you are applying under:

Lower risk of wildfire (may apply for a base grant of up to \$50,000)

Higher risk of wildfire (may apply for a base grant of up to \$150,000)

11. Other Rationale. What other rationale or evidence is there for undertaking the proposed project? This may include local hazards identified in the Emergency Plan; threat levels identified in Hazard Risk & Vulnerability Analysis and/or other risk assessments; demonstrated history of repeated and/or significant interface wildfires and evacuations; or other rationale.

Evidence of other rationale (e.g. Local Authority Emergency Plan extract, copies of assessments, etc.) is required to be submitted with the application form.

SECTION 6: Detailed Project Information

12. Proposed Activities. Please refer to Section 6 of the Program & Application Guide for eligibility, and complete Worksheet 1: Proposed Activities & Cost-Estimate. Worksheet 1 is required to be completed for all applications and all projects must include an Education component.

Worksheet 1 attached.

13. Increasing Resiliency. Please indicate how the proposed project will increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire.

The proposed activities will increase community resilience by creating plans and proposals so the community may better understand their wildfire risk and train members of the community to practice FireSmart principles. By offering high-level training to select members, and creating education events, Ucluelet will increase resiliency and build fire capacity within the community. A new CWRP and cross-training will highlight areas of concern and offer strategies to mitigate potential risk to the leadership in Ucluelet. An education day will introduce FireSmart principles to the community.

Overall, this application will provide a strong start to the community in their efforts to mitigate the potential impact of wildfire.

14. Partnerships & Collaboration. Please identify any other authorities you will collaborate with on the proposed project (e.g. community or resident organizations, First Nation or Indigenous organizations, or other local governments) and outline how you intend to work together.

The following partners were consulted and will be included in the projects moving forward:

1. Frontera Forest Solutions Inc. (Registered Professional Foresters and CWRP specialists)
2. Ucluelet Fire & Emergency Services Staff and volunteers

15. Additional Information. Please share any other information you think may help support your submission.

SECTION 7: Application Check List

Required Submissions	Related Attachments
<input checked="" type="checkbox"/> Application Form	<input type="checkbox"/> Completed plans, and/or assessments, or excerpts from higher-level plans, as required in Q. 9 <input checked="" type="checkbox"/> Other rationale, as required in Q. 10 and 11
<input checked="" type="checkbox"/> Completed Worksheet 1: Proposed Activities & Cost Estimate	<input type="checkbox"/> Completed FireSmart Assessments for structures proposed for FireSmart Projects for Critical Infrastructure, as required in Q. 7
<input type="checkbox"/> <u>For fuel management activities only:</u> Completed Worksheet 2: Proposed Fuel Management Activities	<input type="checkbox"/> Overview map of the community, previously completed treatments, proposed treatments for this application, and planned future treatments <input type="checkbox"/> PDF map <u>and</u> Google Earth compatible KML file, at appropriate scale, outlining the area of interest, proposed treatment units, land status and tenure overlaps <input type="checkbox"/> If available, current wildfire threat assessment plots and/or fuel loading data and rationale for the proposed treatment unit(s) <input type="checkbox"/> <u>For fuel management treatment only,</u> a copy of the completed (signed and sealed) prescription and project spatial layer <input type="checkbox"/> <u>For prescribed fire only,</u> a copy of the completed burn plan (in addition to the prescription) and project spatial layer <input type="checkbox"/> <u>For fuel management treatment on Provincial Crown land only,</u> an email from the Land Manager indicating information sharing with First Nations has been completed

<input type="checkbox"/> Council, Board or Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management To follow
<input type="checkbox"/> <u>For regional projects only:</u> Council, Board or Band Council resolution, from each partnering community that clearly states approval for the applicant to apply for, receive and manage the grant funding on their behalf
<p>Submit the completed Application Form and all required related attachments as e-mail attachments to cri@ubcm.ca and note "2022 CRI" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.</p>

<p>SECTION 8: Signature – Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC and the BC FireSmart Committee.</p>	
<p>I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the approved project is within the applicant's jurisdiction (or appropriate approvals are in place).</p>	
<p>Name: Rick Geddes</p>	<p>Title: Fire Chief</p>
<p>Signature*: </p> <p><i>A certified electronic or original signature is required.</i></p>	<p>Date: 2021-10-05</p>

* Signatory must be an authorized representative of the applicant (i.e. staff member or elected official).



DISTRICT OF UCLUELET CRI FIRESMART GRANT 2022 BUDGET

Community Wildfire Resiliency Plan

Stage	Hours	Cost	Subtotal
Ongoing Communication	15	\$75.00 / hr	\$1125.00
Overall Project Management	50	\$75.00 / hr	\$3750.00
Information Sharing	20	\$75.00 / hr	\$1500.00
Background Research	35	\$75.00 / hr	\$2625.00
GIS Mapping Preparation and Basic Analysis	18	\$75.00 / hr	\$1350.00
Field Work (5 days total – 2 workers) and disbursements	100	\$75.00 / hr	\$7500.00
Quality Control, Data Processing	20	\$75.00 / hr	\$1500.00
Draft of CWRP	75	\$75.00 / hr	\$5625.00
Review of CWRP	25	\$75.00 / hr	\$1875.00
Final Spatial Data Analysis	20	\$75.00 / hr	\$1500.00
Delivery of CWRP and all ancillary datasets	20	\$75.00 / hr	\$1500.00
TOTAL FOR CWRP	398	\$75.00 / hr	\$29,850.00

Overall Project Budget

Stage	Details	Subtotal
Planning	CWRP Development	\$29,850.00
Training	Local FireSmart Rep Training	\$6250.00
	Fire Department Training	\$6250.00
Community Engagement	FireSmart Community Education Day	\$3000.00
	Promotional Materials	\$2000.00
TOTAL GRANT APPLICATION		\$47,350.00

GST will be payable by the District of Ucluelet (for reimbursement) where appropriate.

Community Resiliency Investment Program

2022 FireSmart Community Funding & Supports

Worksheet 1: Proposed Activities & Cost Estimates

This worksheet is required to be completed for all applications.

Please complete and return the worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact cri@ubcm.ca or (250) 356-2947.

For *Regional Projects for Regional District Applications Including Multiple Electoral Areas* **only**, a separate Worksheet 1 is required for each electoral area that is included in the application.

Instructions:

In Section 2 below, indicate the proposed activities, complete the required cost estimate, including cost calculations, provide outcomes and performance measures, and calculate funding request subtotal for each of the eligible activities. In cases where other contributions are included for proposed activities, please clearly distinguish between the requested CRI funding amount and other contributions, including in-kind contributions. Additional cost information may be requested.

Required Cost Estimate: Applicants are required to provide a detailed cost estimate for each proposed activity. If a specific cost breakdown is required, complete all fields. Applicants are required to propose costs within the cost maximums that reflect local, reasonable estimates. However, with mitigating circumstances (e.g., remote community), applicants can propose costs higher than the maximums if a rationale is provided and accepted. In all cases, eligible activities must be cost-effective.

Required Cost Calculation: In addition to the cost estimate, applicants are required to provide a cost calculation for each proposed activity, using the following:

- Incremental staff and administrative costs: total number of hours x hourly wage. Incremental applicant staff and administration costs must be included as part of detailed cost estimate and calculation for each proposed activity.
- Consultant/contractor costs: total number of hours x hourly rate. Please note: if you intend to hire a professional (planner, forester) to support proposed activities, professional consultant rates will only be considered for activities that represent respective professions. For other activities (e.g., social media, planning events or administering rebate programs) consultant rates are expected to be commensurate with the type of activity being undertaken.
- Meeting rooms, equipment rentals: total number of hours x hourly rental charge
- Other goods and services (i.e., educational materials, event costs): include vendor quote or estimate of costs from purchase of similar goods or services within the past 12 months

Proposed Outcomes: Provide information on the expected outcome of each proposed activity and list any policies, practices, plans, or documents that will be developed or amended as a result of your project. As noted in the Program & Application Guide, higher application review scores will be given to projects that clearly increase community resiliency by undertaking community based FireSmart planning and activities that reduce the community's risk from wildfire.

Proposed Performance Measures: Indicate how the proposed activities will be evaluated, including the specific performance measures that will be used.

Worksheet 1: Proposed Activities & Cost Estimates

SECTION 1: Applicant Information	CRI- <i>(for administrative use only)</i>
Name of Local Government or First Nation: District of Ucluelet	Name of Project: 2022 Ucluelet CRI Project
<u>For Regional District applications only</u> Name of Electoral Area:	

SECTION 2: Proposed Activities

1. Education – Required for All Applications

Description of Proposed Activities	Required Cost Estimate <u>and</u> Calculation	Proposed Outcomes	Performance Measures
A. Update signage, social media, applicant websites and/or newsletters, and community education materials or displays			
Description: Ongoing engagement of residents through one-on-one consultation as well as continued social media and newsletter outreach <i>Refer to Table 1 for cost maximums.</i>	Total Cost: \$ 2,000.00 Proposed Hours: 40 hours Staff involved: Consultants, District Staff, Emergency Management Staff <i>Provide estimated incremental staff hours and wages and/or quote from vendor</i>	The proposed outcomes are to increase awareness of the FireSmart program, FireSmart principles, and one on one engagement with residents. This will result in higher interest in FireSmart activities, and participation in the public FireSmart Day, as described below.	We will measure the engagement with the outreach campaigns on social media and newsletters through clicks, likes, comments, and inquiries.
B. Organize and host public information meetings			
Description:	Event planning: \$ 2,000 Venue: TBD	(This event may have to occur virtually due to the challenges)	We will measure success by collecting feedback on the

<p>Ongoing engagement of residents by showcasing FireSmart program and activities</p> <p>Up to \$5,000 per event</p>	<p>Presenters: Frontera Staff, Ucluelet Emergency Management Staff, External FireSmart Consultant</p> <p>Event costs (e.g., IT, basic catering): \$ 1,000</p> <p>Total cost: \$3,000</p>	<p>faced by Covid-19. Exact plans to be determined)</p> <p>Ucluelet proposes funding for a comprehensive community education day on FireSmart principles and wildfire threats. The community has little awareness about FireSmart and plans to start from the very beginning. This event will target as many members of the community as possible and introduce basic and advanced FireSmart education principles. This event will feature external speakers and presentations and present the results from the CWRP and other planning efforts for the community.</p>	<p>event and recording the number of attendees, physically or virtually. A feedback mechanism will be created for those attending.</p>
<p>C. Promote/distribute FireSmart educational materials and resources</p>			
<p>Description:</p> <p><i>Refer to Table 1 for cost maximums.</i></p>			
<p>D. Wildfire Community Preparedness Day</p>			
<p>Description:</p> <p><i>Up to \$5,000 per event</i></p>	<p>Event planning:</p> <p>Venue:</p> <p>Presenters:</p> <p>Event costs (e.g., IT, basic catering):</p> <p>Total cost:</p>		
<p>E. FireSmart day, events and workshops, and wildfire season open houses</p>			
<p>Description:</p>	<p>Event planning:</p>		

<i>Up to \$5,000 per event</i>	Venue: Presenters: Event costs (e.g., IT, basic catering): Total cost:		
F. FireSmart Canada Neighbourhood Recognition			
Description:	Form and/or support a FireSmart Committee: Conduct a Site Visit: Undertake Neighbourhood Wildfire Hazard Assessments: include in Section 8 below Develop a of FireSmart Neighbourhood Plan : Include in Section 8 below. Implement FireSmart Event: Submit application for recognition: Total cost:		
G. Other proposed activities for Category 1			
Description:			
FUNDING REQUEST SUBTOTAL	\$ 5,000.00		

2. Community Planning

For the purpose of the FireSmart Community Funding & Supports program, the Area of Interest (AOI) for a CWRP is all the area that lies within the municipal boundary, regional district boundary, or boundary of First Nations land. For regional districts this could be the boundary of an electoral area that encompasses multiple communities. The AOI is not the eligible WUI.

The eligible Wildland Urban Interface (WUI) is defined as a maximum of one kilometer from the structure density class greater than 6.

Proposed Activities	Detailed Cost Estimate <u>and</u> Calculation	Proposed Outcomes	Performance Measures
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A. Develop a CWRP			
<p>Description of AOI (e.g., jurisdictional area of CWRP): CWRP to be written for Ucluelet WUI Polygon</p> <p>Estimated hectares of eligible WUI (1 km): 7000 ha</p> <p><i>Up to \$30,000 depending on AOI/WUI. Refer to the CWRP template and guidance document.</i></p>	<p>29,850.00</p> <p>FireSmart Disciplines: Wildfire Risk Assessment (eligible WUI only): Fuel Mgmt. TU Identification (eligible WUI only): Template Development (including maps and spatial data):</p> <p>Budget attached in WS1</p> <p>Total Cost: \$29,850.00</p> <p><i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i></p>	<p>Ucluelet needs to create a CWRP according to the templates provided by CRI.</p> <p>Ucluelet will use Frontera Forest Solutions Inc. in the development of the CWRP. They have much experience writing CWRP plans for BC communities. The planning of the CWRP will include the following aspects (Budget attached):</p> <ul style="list-style-type: none"> ● Ongoing Communication ● Information Sharing ● Background Research ● GIS Mapping Preparation and Basic Analysis ● Field Work (5 days total - 2 workers) and disbursements ● Quality Control, Data Processing ● Draft of CWRP ● Review of CWRP ● Final Spatial Data Analysis ● Final Delivery of CWRP and all ancillary datasets 	<p>The Plan should be able to be presented at the Community Education Day outlined above. We can monitor engagement with the plan through website traffic and event attendance.</p>
B. Amend an existing plan (i.e., CWRP/CWPP)			
<p>Description of AOI (e.g., jurisdictional area of CWPP):</p>			

Estimated hectares of eligible WUI (1 km): <i>Up to \$15,000 depending on AOI/WUI. Refer to the CWRP template and guidance document</i>	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
C. Develop policies/practices for FireSmart First Nations land or publicly owned land			
Description:	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
D. Develop policies/practices for FireSmart First Nations owned buildings and publicly owned buildings			
Description:	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
E. Complete FireSmart Home Ignition Zone Assessment Score Card or FireSmart Critical Infrastructure Assessment for First Nation and/or publicly owned buildings in order to support future FireSmart projects for critical infrastructure (Category 7)			
Description of CI and ownership: <i>Up to \$800 per structure (generally 4 to 8 hours).</i>	Number of structures to be assessed: Coordination: Travel: Assessment time: Total activity cost: \$ Cost per structure: \$		
F. Other proposed activities for Category 2			
Description:			
FUNDING REQUEST SUBTOTAL	\$ 29,850.00		

3. Development Considerations

Proposed Activities	Detailed Cost Estimate <u>and</u> Calculation	Proposed Outcomes	Performance Measures
A. Amend OCPs, Comprehensive Community Plans and/or bylaws			
Description: <i>Up to \$10,000</i>	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
B. Revise landscaping requirements			
Description: <i>Up to \$10,000</i>	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
C. Establish Development Permit Areas for Wildfire Hazard			
Description: <i>Up to \$10,000</i>	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
D. Include wildfire prevention and suppression considerations in the design of subdivisions			
Description: <i>Up to \$10,000</i>	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
E. Amend referral processes for new developments to ensure multiple departments are included			
Description: <i>Up to \$10,000</i>	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
F. Other proposed activities for Category 3			
Description:			

FUNDING REQUEST SUBTOTAL	\$		
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4. Interagency Co-operation

Proposed Activities	Detailed Cost Estimate <u>and</u> Calculation	Proposed Outcomes	Performance Measures
A. Community FireSmart Resiliency Committees			
Description: <i>Up to \$2,000 per meeting</i>	Overall coordination of CFRC: Meeting planning: Venue: Presenters: Meeting costs (e.g., IT, basic catering): Total cost:		
B. Multi-agency fire and/or fuel management tables			
Description: <i>Up to \$2,000 per meeting</i>	Meeting planning: Venue: Presenters: Meeting costs (e.g., IT, basic catering): Total cost:		
C. Indigenous cultural safety and cultural humility training			
Description:	Instructor costs, tuition, or course fee: Required materials: Travel: Number of students: Cost per student:		
D. 2022 FireSmart BC Conference			
Description:	Conference fee:		

<i>Up to \$1,500 per attendee, limited to two staff per eligible applicant</i>	Travel: Number of attendees: Cost per attendee:		
E. Other proposed activities for Category 4			
Description:			
FUNDING REQUEST SUBTOTAL	\$		

5. Emergency Planning

Proposed Activities	Detailed Cost Estimate <u>and</u> Calculation	Proposed Outcomes	Performance Measures
A. Cross-jurisdictional meetings and <u>tabletop</u> exercises, including seasonal wildfire readiness meetings			
Description: <i>Up to \$2,000 per meeting</i>	Meeting planning: Venue: Presenters: Meeting costs (e.g., IT, basic catering):		
B. Assess community water delivery ability as required for suppression activities, limited to current water system evaluation and available flow analysis			
Description:	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
C. Assess structure protection inventory			
Description:	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
D. Community emergency preparedness events focused on wildfire			

Description: <i>Up to \$5,000 per event</i>	Event planning: Venue: Presenters: Event costs (e.g., IT, basic catering):		
E. Other proposed activities for Category 5			
Description:			
FUNDING REQUEST SUBTOTAL	\$		

6. FireSmart Training & Cross Training

For all virtual courses, eligible costs include course fee (if any), required course materials, and travel (including accommodations and per diems) only if required for internet connection or access too necessary technology.

For all in-person courses, eligible costs include course fee, required course materials, and travel (including accommodations and per diems)

Proposed Activities	Detailed Cost Estimate <u>and</u> Calculation	Proposed Outcomes	Performance Measures
A. Local FireSmart Representative (LFR) Training			
Description: Ucluelet aims to train local community members on basic wildfire tools, such as safety, avoidance, and suppression. This training is aimed at select members, and works in conjunction with the education day outlined above. The proposed outcomes are to build local expertise and knowledge about wildfire safety and FireSmart principles.	Instructor costs, tuition, or course fee: \$ 500 Required materials: \$ 250 Travel: \$ 500 Number of students: 5 Cost per student: \$1250	Ucluelet aims to train local community members (target: 5-10) on basic wildfire tools, such as safety, avoidance, and suppression. This training is aimed at select members and works in conjunction with the education day outlined above. The proposed outcomes are to build local expertise and knowledge about wildfire safety and FireSmart principles.	Ucluelet will measure our success in completing training for 5-10 community members.

B. Support LFR training to qualify as facilitators			
Description: <i>Limited to co-facilitating three workshops</i>	Travel:		
C. Home Partners Program – Wildfire Mitigation Specialist training			
Description: <i>No more than \$8,000 per workshop with required cost breakdown in WS1</i> <i>No more than \$325 per trained WMS for the HPP enrollment fees</i>	Instructor costs, tuition, or course fee: Required materials: Travel: Number of students: Cost per student:		
D. Support local government or First Nation staff that have completed Wildfire Mitigation Specialist training to qualify as facilitators			
Description:	Travel:		
E. Cross-train fire department members			
SPP-WFF1 Wildland Firefighter Level 1 Description:	Instructor costs, tuition, or course fee: Required materials: Travel: Number of students: Cost per student:		
S-100 Basic fire suppression and safety Description: Ucluelet aims to cross-train 10 firefighters with the community. S-100 will be the basic training	Instructor costs, tuition, or course fee: \$ 500 Required materials: \$ 250 Travel: \$ 500 Number of students: 5 Cost per student: \$1250	Cross training firefighters to increase community wildfire resilience and increase local wildfire knowledge.	Training Completed

offered; additional courses may be added as necessary.			
S-185 Fire entrapment avoidance and safety Description:	Instructor costs, tuition, or course fee: Required materials: Travel: Number of students: Cost per student:		
S-231 Engine Boss Description:	Instructor costs, tuition, or course fee: Required materials: Travel: Number of students: Cost per student:		
ICS-100 (volunteer FD only): Description:	Instructor costs, tuition, or course fee: Required materials: Travel: Number of students: Cost per student:		
F. Cross-train emergency management personnel			
ICS-100: Description:	Instructor costs, tuition, or course fee: Required materials: Travel: Number of students: Cost per student:		
WRR Basics:	Travel: Number of students: Cost per student:		

E. Other proposed activities for Category 6			
Description:			
FUNDING REQUEST SUBTOTAL	\$ 12,500.00		

7. FireSmart Projects for Critical Infrastructure

To be eligible for funding, all FireSmart Projects for Critical Infrastructure must have a completed FireSmart Home Ignition Zone Assessment Score Card or FireSmart Critical Infrastructure Assessment for First Nation at the time of application submission.

Eligible projects must be First Nations owned buildings or publicly owned buildings that are currently designated as critical to support effective emergency response to a wildfire event. This includes structures designated as Emergency Operations Centres or Emergency Support Services facilities (i.e., reception centres, group lodging locations for evacuees), water pump stations, communications towers, and electrical generating stations, but does not include all critical infrastructure identified through the Local Authority Emergency Plan.

Proposed Activities	Detailed Cost Estimate and Calculation	Proposed Outcomes	Performance Measures
A. Completion of recommended mitigation activities identified in the <u>completed</u> assessment, limited to labour and material costs required to complete activities			
Description of CI, ownership, and role in wildfire response: <i>Completed assessment must be included with application. Up to \$50,000.</i>	<i>Provide estimated incremental staff hours and wages and/quotes from contractor.</i>		
B. Completion of FireSmart Home Ignition Zone Assessment Score Card or FireSmart Critical Infrastructure Assessment after mitigation work is complete (required)			
Description: <i>Up to \$800 per structure (generally 4 to 8 hours).</i>	Number of structures to be assessed: Coordination: Travel: Assessment time and costs: Total activity cost: \$		

	Cost per structure: \$		
C. Other proposed activities for Category 7			
Description:			
FUNDING REQUEST SUBTOTAL	\$		

8. FireSmart Activities for Residential Areas

Proposed Activities	Detailed Cost Estimate <u>and</u> Calculation	Proposed Outcomes	Performance Measures
A. Residential Assessments & Rebate Program. Refer to Appendix 5 for requirements for funding this activity.			
FireSmart Home Ignition Zone Assessments Description: <i>Up to \$250 per structure (generally 2 to 3 hours to complete)</i>	Number of structures to be assessed: Coordination: Travel: Assessment time: Total activity cost: \$ Cost per structure: \$		
Offer local rebate programs Description: <i>Max. rebate is \$500 per property</i>	Rebates: Coordination: <i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		
B. FireSmart Canada Neighbourhood Recognition. Refer to Appendix 3 for requirements for funding this activity			
Neighbourhood Wildfire Hazard Assessments Description: <i>Up to \$400 per neighbourhood (generally 3 - 4 hours to complete)</i>	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>		

<p>FireSmart Neighbourhood Plans.</p> <p>Description:</p> <p><i>Up to \$1,000 per neighbourhood</i></p>	<p><i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i></p>		
<p>C. Conduct Home Partners Program wildfire mitigation assessment for individual residential properties or homes. Refer to Appendix 3 for requirements for funding this activity</p>			
<p>Home Partners Program Wildfire Mitigation Assessments</p> <p>Description:</p> <p><i>Initial assessment - Up to \$250 per structure (generally 2 to 3 hours to complete)</i></p> <p><i>Follow-up inspection - Up to \$250 per structure (generally 1 to 2 hours to complete)</i></p>	<p>Number of structures to be assessed:</p> <p>Coordination:</p> <p>Travel:</p> <p>Assessment time:</p> <p>Total activity cost: \$</p> <p>Cost per structure: \$</p>		
<p>D. Provide off-site debris disposal</p>			
<p>Description:</p> <p><i>Refer to Additional Information on the Use and Disposal of Wood Chips Generated by FCFS-Funded Projects</i></p>	<p>Coordination:</p> <p>Venue:</p> <p>Equipment, including transport:</p> <p>Disposal costs:</p>		
<p>E. Other proposed activities for Category 8</p>			
<p>Description:</p>			
<p>FUNDING REQUEST SUBTOTAL</p>	<p>\$</p>		
<p>TOTAL FUNDING REQUEST FOR WORKSHEET 1</p>	<p>\$ 47,350.00</p>		

Please ensure that the total funding request for FireSmart activities provided here matches the information provided in Question 6 on the Application Form.



STAFF REPORT TO COUNCIL

Council Meeting: October 12, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JAMES MACINTOSH, DIRECTOR OF ENGINEERING

FILE NO: 5330-20_ONNI

SUBJECT: SIGNATURE CIRCLE UTILITIES RECOMMISSIONING COST ESTIMATE

REPORT NO: 21-147

ATTACHMENT(S): N/A

RECOMMENDATION(S):

THAT Council direct staff to allocate \$69,496 for the recommissioning of site services including water, sewer, streetlights, and fire for the Phase 1 Signature Circle development within the 2022 operational budget.

PURPOSE:

The purpose of this report is to provide Council with an estimate of the cost and timing of re-commissioning the utilities and requested flushing, testing 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.

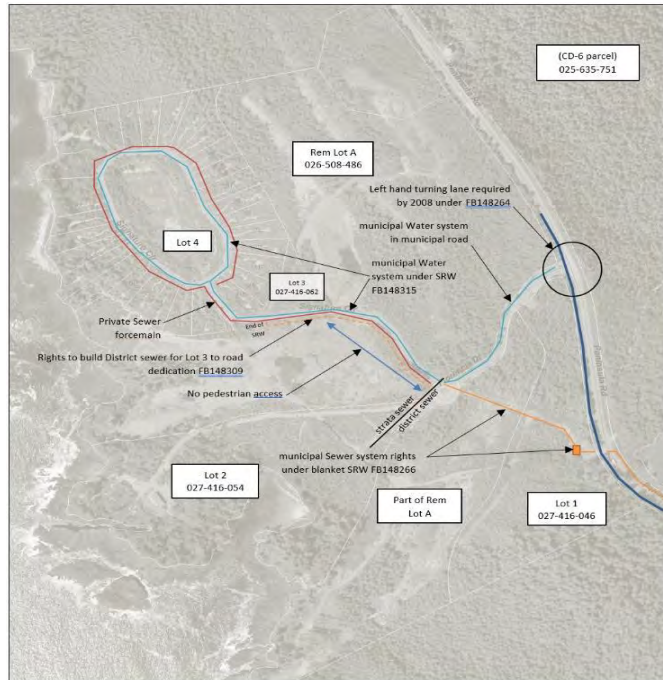
BACKGROUND:

In July of 2012, the District accepted the municipal water and sewer infrastructure which was installed to serve the Signature Circle bare land strata subdivision (including potential irrigation connections for the adjacent proposed golf course). With the Wyndansea development stalled, the water was shut off and the lines were drained in 2011. The sewer pumps in the Olsen Bay pump station were also removed from the lift station sump to protect the infrastructure while it lay dormant. The public Florencia Road has been closed to vehicular access near the intersection with Peninsula Road. With no active development in the area and no vehicle access, the streetlights installed along the public Florencia Drive were not activated.

In April of 2021, Council received a request from the Onni Group to recommission the site services to the Signature Circle bare land strata subdivision, including the municipal portions of sewer and water, road access and streetlights along Florencia Drive. The request from the Onni Group was to have these services functioning by September 1, 2021, to facilitate the marketing and sale of the Signature Circle lots.

On April 12, 2021, Council received a letter from the Ministry of Transportation and Infrastructure (MoTI) which advised Council that intersection improvements are necessary where Florencia Drive meets the Peninsula Highway before the municipal road can be opened to traffic. Alternatively, a Traffic Impact Assessment could be undertaken by the property owner to determine the requirements to open the intersection. Both the District and the Ministry staff are willing to work with the property owners to develop terms of reference for such a study.

These constraints remain and will impact the developer's timeline for opening the site.



(Figure 1: Phase One Signature Circle Property)

The time and cost estimates have now been completed in anticipation for when site services will be required, after all constraints have been removed by the developer. The following items are required and have been estimated:

- Installation of 2 flushing points including excavation and backfilling
- Repair of pavement at flushing points
- Test Hydrants, air vents, and valves
- Flushing, pressure testing and chlorination of watermains
- Camera and video existing storm and sewer mains (based on 4 days' work)
- Replacement 2 batteries for the generator
- Replacement and disposal of fuel, fluids, heater hose and filters in generator
- Testing and commissioning of generator

For the recommissioning of the Phase 1 Signature Circle black water system:

- Transport of qty-2 NP3171.181 from Public Works yard to station
- Unloading & installing qty-2 NP3171.181 pumps
- Checking proper rotation, proper Glycol level, and for clear Stator chamber
- Checking Electrical Kiosk for proper function
- Checking Proper Float function

For the recommissioning of the road lights:

- Setting up a Hydro account
- Site work

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

We anticipate the developer requiring utility services in 2022, however, the date of servicing is unknown at the time of this report.

All works could be conducted by contractors, a work plan for incorporating the requested servicing will be developed to adjust next year's work plan. Staff time will also be necessary for coordination and discussion with the Ministry of Transportation and Infrastructure.

The contracted services can be completed in a two-to-three-week period with sufficient notice to the contractor required to book their service.

FINANCIAL IMPACTS:

It is anticipated that recommissioning of the Phase 1 Signature Circle water, sewer, street lighting, and fire services will be funded through operations and surplus reserves and cost an estimated \$69,496.

POLICY OR LEGISLATIVE IMPACTS:

N/A

OPTIONS REVIEW:

1. **THAT** Council direct staff to allocate \$69,496 for the recommissioning of site services including water, sewer, streetlights, and fire for the Phase 1 Signature Circle development within the 2022 operational budget. **(recommended)**
2. **THAT** Council provide alternative direction to Staff.

Respectfully submitted:

JAMES MACINTOSH, DIRECTOR OF ENGINEERING
DUANE LAWRENCE, CHIEF ADMINISTRATIVE OFFICER



STAFF REPORT TO COUNCIL

Council Meeting: OCTOBER 12, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES

FILE NO: 0550-01

SUBJECT: 2022 COUNCIL MEETING SCHEDULE

REPORT NO: 21-139

ATTACHMENT(S): APPENDIX A – 2022 COUNCIL MEETING SCHEDULE

RECOMMENDATION(S):

1. **THAT** Council adopt the proposed 2022 Council Meeting Schedule as presented; and
2. **THAT** Council direct Staff to give notice of the 2022 Council Meeting Schedule in accordance with the *Community Charter*.

PURPOSE:

The purpose of this report is for Council to consider and adopt a Council meeting schedule for 2022.

BACKGROUND:

In accordance with s. 127 of the *Community Charter*, a Council must provide notice of the date, time and place of regularly scheduled meetings of Council at least once a year. The *District of Ucluelet Council Procedures Bylaw No. 1264, 2020* (the "Procedure Bylaw"), stipulates that the schedule must be prepared annually on or before November 30th and notice given on or before January 31st.

The municipal general local election will be held on October 15, 2022. The Procedure Bylaw requires the Inaugural Council Meeting to occur on the first Tuesday in November after the election; November 1, 2022.

DISCUSSION:

According to the proposed schedule, Council meetings would start at 3:30 PM on Tuesdays except for the following dates:

- Thursday, February 10, 2022, Regular Meeting
- Thursday, October 6, 2022, Regular Meeting

These meetings would be on Thursdays starting at 3:30 pm due to potential scheduling conflicts with Provincial Court Services.

There are two rather than three Committee of the Whole (the "CoW") Meetings and three rather than four Harbour Authority meetings scheduled in the proposed 2022 schedule. The first CoW is intended to be an opportunity for the Committee to receive delegations from Grant In Aid and In-Kind Contribution funding applicants. The second CoW is intended to be an opportunity for the Committee to meet with local community groups.

Appendix A



2022 COUNCIL MEETING SCHEDULE

Meetings will be held in the George Fraser Community Room at the Ucluelet Community Centre located at 500 Matterson Drive, Ucluelet, B.C. unless otherwise advertised.

DATE	TIME	MEETING TYPE
January 11	3:30 PM	Regular Meeting
January 25	3:30 PM	Regular Meeting
February 10	3:30 PM	Regular Meeting
February 15	3:30 PM	Committee of the Whole
February 22	3:30 PM	Regular Meeting
March 1	3:30 PM	Harbour Authority Meeting
March 15	3:30 PM	Regular Meeting
March 29	3:30 PM	Regular Meeting
April 12	3:30 PM	Regular Meeting
April 26	3:30 PM	Regular Meeting
May 10	3:30 PM	Regular Meeting
May 17	3:30 PM	Harbour Authority Meeting
May 31	3:30 PM	Regular Meeting
June 14	3:30 PM	Regular Meeting
June 21	3:30 PM	Committee of the Whole
June 28	3:30 PM	Regular Meeting
July 19	3:30 PM	Regular Meeting
August 16	3:30 PM	Regular Meeting
September 6	3:30 PM	Harbour Authority Meeting
September 20	3:30 PM	Regular Meeting
October 6	3:30 PM	Regular Meeting
October 18	3:30 PM	Regular Meeting
November 1	3:30 PM	Inaugural Regular Meeting
November 15	3:30 PM	Regular Meeting
November 29	3:30 PM	Regular Meeting
December 13	3:30 PM	Regular Meeting

Adopted by Council on:



STAFF REPORT TO COUNCIL

Council Meeting: October 12, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES

FILE NO: 0340-50 Policy

SUBJECT: DISTRICT OF UCLUELET STAFF AND CONTRACTOR HOUSING

REPORT NO: 21-143

ATTACHMENT(S): APPENDIX A – DOU STAFF HOUSING POLICY

RECOMMENDATION(S):

1. **THAT** Council adopt the District of Ucluelet Staff Housing Policy as presented.
2. **THAT** Council direct Staff to pursue extending the District’s residential tenancy agreement with Braker Developments Ltd. for the rental of Unit 4, 313 Forbes Road, Ucluelet B.C. for the period of one year.

PURPOSE:

The purpose of this report is to introduce and seek Council approval for the District of Ucluelet draft Staff Housing Policy (the “Policy”) and to obtain direction regarding the rental of Unit 4, 313 Forbes Road (the “Unit”).

BACKGROUND:

The Unit

The District began renting the Unit in February of 2021. The current rental fee is \$2,100 per month and the residential tenancy agreement is set to expire on February 1, 2022. At that time the District’s tenancy would be on a month-to-month basis.

The Unit has three bedrooms, and includes water, furniture and a number of other amenities. Hydro, phone, internet and cable are not included.

Thus far, the Unit has been occupied for five months. A term employee and several consultants have lived in the Unit.

No revenues have been generated from the Unit as the District’s agreements with the term employee and consultants required that the District provide housing free of charge.

The Policy

Staff are recommending that a policy be adopted to regulate the rental of District owned or leased residential units like the Unit. The proposed Policy is intended to facilitate the provision of housing to employees, consultants, and contractors in a consistent, fair and transparent manner.

It delegates oversight of District provided staff housing to the Chief Administrative Officer. Key features of the policy include eligibility requirements, resident prioritization, rental term limits, and rental fees determined on a cost recovery basis.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

The Unit

Attempting to renew the tenancy agreement may take some Staff time. If Staff are able to reach an agreement in principle with the Unit owner, the tenancy agreement would be brought back to Council for approval.

The Policy

If the Policy was adopted by Council, some Staff time would be required to communicate the policy to prospective tenants but no further elected official time would be required.

FINANCIAL IMPACTS:

The Rental Unit

If the rental agreement were renewed, the District of Ucluelet would be responsible for rent, hydro and heat. The current rental rate is \$2,100 per month but could increase under the guidelines within the *Residential Tenancy Act*.

The Policy

According to the proposed Policy, rental and utility expenses would be offset on a cost recovery basis if and when the unit is rented to an employee. That said, there is no guarantee that the Rental Unit would be occupied throughout the term and there is a risk that the District would not recover costs associated with damage caused by employees.

The Policy may also result in costs savings associated with housing contractors and consultants as those entities would not be able to markup or double dip for accommodation provided by the District and the District may be able to provide accommodation at a lower cost than local hotels. The Policy also states that the District would provide weekly, arrival and departure cleaning services for contractors and consultants. This service would be provided for a fee determined on a cost recovery basis. Like employees, there is a risk that contractors could cause damage to District provided accommodations that the District is unable to recover.

POLICY OR LEGISLATIVE IMPACTS:

District Staff have noted that accommodation shortages is an employee, contractor and consultant attraction and retention issue. Providing temporary housing to these individuals may help to mitigate these issues and thereby increase organizational efficiencies.

OPTIONS REVIEW:

Staff recommend the resolutions listed above. Alternatively, Council could indicate how the policy should be amended and direct Staff to present the amended policy for Council review at a future

date. Also in the alternative, Council could direct Staff to forego the Rental Unit as of February 1, 2022.

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

Appendix A



The Corporation of the District of Ucluelet

MUNICIPAL POLICY MANUAL**POLICY NUMBER:** 2-0870-1**REFERENCE:**

District of Ucluelet Staff Housing Policy

ADOPTED BY:

Council

AMENDED DATE:

N/A

SUPERSEDES:

New

DEPARTMENT:

Administration

EFFECTIVE DATE:**Policy Statement:**

Page 1 of 6

The District of Ucluelet identified permanent and temporary housing as an issue for recruiting and retaining new employees, contractors and consultants. As a result, the District has secured housing to be used by staff and contractors on a temporary basis.

The purpose of this policy is to:

1. establish rules for the provision of District held housing to employees, consultants, and contractors; and
2. facilitate the provision of housing to employees, consultants, and contractors in a consistent, fair and transparent manner.

Definitions:

Consultant: Means a self-employed person or the owner operator of a corporation engaged by the District to provide expert advice or to fill an exempt position on a temporary basis as a non-employee.

Contractor: Means a self-employed person or entity contracted by the District to perform work or provide services as a nonemployee. Contractors do not include consultants.

Contractor employee: Means persons employed by a contractor that is performing work or providing services to the District.

Employee: Means an employee of the District that is scheduled to work regular shifts.

District: Means District of Ucluelet.



The Corporation of the District of Ucluelet

MUNICIPAL POLICY MANUAL

Housing unit: Means a residential accommodation either owned or leased by the District, for the purpose of providing temporary housing to employees and contractors

Immediate family member(s): Means partner, spouse, common law partner, or eligible dependant as defined by the *Income Tax Act, RSC 1985, c 1 (5th Supp)* as amended or replaced from time to time.

New employee: Means an employee that has accepted an offer of employment but has not yet commenced work.

Regular employee: Means a part-time or full-time permanent employee that has successfully completed their probation period.

Probation employee: Means an employee that has commenced work but has not completed their probation period.

Summer and incentive student program employees: Has the meaning determined by District's Collective Agreement with CUPE 118.

Temporary employee: Means an employee that is hired for a specific period of time.

Unhoused: Means an employee who has lost their local housing or is a new employee who is unable to obtain local housing.

Scope:

This policy applies to all housing units.

Regulations:

Eligibility

Housing units may only be rented to employees, consultants, and contractors. Employees only qualify for a housing unit if they are unhoused.

Assignment of Housing Units

The Chief Administrative Officer or designate is responsible for the assignment of housing units. The assignment of housing units will be determined based on the prioritization list below and positions or contracts considered critical to deliver District programs, services, and projects.

Priority List

The following priority list applies to District housing units:

1. Regular employees that are unhoused;
2. New regular employees that are unhoused;
3. New temporary employees that are unhoused;
4. Temporary employees that are unhoused;
5. Contractors/Consultants;
6. New summer and incentive program employees that are unhoused;

For clarity, this priority list does not permit a person in a higher priority category to bump or override an existing tenant or short-term renters right to occupy the housing unit. The list may be considered by the Chief Administrative Officer in determining whether to extend the term of an employee's tenancy.

EMPLOYEES*Application*

- Employees must apply to the Chief Administrative Officer or his or her delegate to be considered to rent a housing unit.
- Applications may be made in a form approved by the Chief Administrative Officer.

Residents

- Immediate family members may reside with employees in District housing units.

Rental Under Contract Only

- Prior to occupying a housing unit, employees and the District must enter into a written rental agreement.
- Where there are multiple employees residing in a staff housing unit, each employee must be a party to a rental agreement with the District.

Subletting

- Employees may not sublet housing units.

Fixed Term

- The duration of the rental agreement is the lesser of:
 - the duration of employment with the District; or
 - two consecutive months.



- The Chief Administrative Officer is authorized to extend the term of the rental agreement for two consecutive periods of two months. In making this decision, the Chief Administrative Officer may take the priorities stated above into consideration.

Rent

- Rent will be determined on a cost recovery basis.
- Where there are multiple employees residing in a housing unit, rent will be prorated.
- Utilities will be the responsibility of the employee and will be divided equally among residents, where applicable.

Security Deposit and Pet Deposit

- Employees may have pets in a Staff Housing Unit, provided pets are permitted under the head lease (if applicable).
- The District will secure the maximum pet security and damage deposit allowed.
- No smoking is permitted on the premises, balconies or otherwise.

Condition Inspection and Cleaning

- Cleaning services will not be provided by the District.
- Employees must maintain reasonable health, cleanliness and sanitary standards throughout the rental unit and the other residential property to which the employee has access.
- Employees must take the necessary steps to repair damage to the residential property caused by the actions or neglect of the employee or a person permitted on the residential property by the employee.
- The employee is not responsible for reasonable wear and tear to the residential property.

Termination of Employment

- Housing units are rented by the District to employees to occupy during their employment with the District.
- In the event that an employee's employment with the District ends, the District will end any existing tenancy in accordance with the Residential Tenancy Act.

CONTRACTORS AND CONSULTANTS

Rental Under Contract Only

- Contractors and consultants must enter into a short-term rental agreement with the District.



- The Chief Administrative Officer is delegated the authority to approve short-term rental agreements with consultants, contractors, or their agents.

Residents

- Only those consultants, contractors and contractor employees that are specifically identified in writing by the contractor/consultant and agreed to by the District may reside in the housing unit.

Subletting

- Contractors and consultants may not sublet housing units.

Fixed Term

- The rental term will not exceed the time required in Ucluelet for the contractor or consultant to complete the scope of work.

Rent

- Rent will be determined on a cost recovery basis.
- Where there are multiple independent contractors or consultants in a housing unit, rent will be prorated.
- Contractors and consultants will not double dip for or mark-up accommodation costs, where housing is provided by the District.
- Utilities will be the responsibility of the District.

Security Deposit and Pet Deposit

- Contractors may not have pets in the housing unit.
- Consultants may have pets in the housing unit, provided pets are permitted under the head lease (if applicable).
- The District will secure the maximum pet security and damage deposit allowed.
- No smoking is permitted on the premises, balconies or otherwise.

Damages

- Contractors and consultants must maintain reasonable health, cleanliness and sanitary standards throughout the housing unit and the other property to which the contractor has access.
- Contractors and consultants must take the necessary steps to repair damage to the housing unit caused by the actions or neglect of the consultant, the contractor, their staff or a person permitted in the housing unit by the contractor, consultant or their staff.



The Corporation of the District of Ucluelet

MUNICIPAL POLICY MANUAL

- The contractor and consultant are not responsible for reasonable wear and tear to the housing unit.

Cleaning

- The District will provide weekly cleaning services. The housing unit will also be cleaned by the District before and after the unit is occupied by a consultant, contractor, or contractor employee.
- Contractors and consultants will be responsible for all costs associated with District provided cleaning services. Cleaning fees will be determined on a cost recovery basis.

Mayor Noël
District of Ucluelet



STAFF REPORT TO COUNCIL

Council Meeting: Oct 12, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: PAULA MASON, ADMINISTRATION CLERK

FILE NO: 1630-01

SUBJECT: CHEQUE LISTING – SEPT 2021

REPORT NO: 21-141

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
Duane Lawrence, Chief Administrative Officer

Appendix A

AP Cheque Listing

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-09-03	AJP15	ARCHIE JOHNSTONE PLG & HTG LTD.	3895RR	UCC COMPRESSORS	6247.01		6247.01	
2021-09-03	AS311	BUNZL CANADA INC.	7751802	UCC MOP	92.65		92.65	
2021-09-03	MA952	BUREAU VERITAS CANADA (2019) INC.	VA10419316	WATER TESTING C157986	270.9		886.62	
			VA10421700	SEWER TESTING C157908	344.82			
			VA10423502	WATER TESTING C160014	270.9			
2021-09-03	CAL01	CALIAN LTD.	90115981	EVAC PLAN MILESTONE 1	8061.9		8061.9	
2021-09-03	CGISC	CGIS CENTRE	44470	OCT-DEC/2021 SLIMS	2240.31		2240.31	
2021-09-03	CF005	COLUMBIA FUELS	01375121985112	PW CLOTHING	341.58		341.58	
2021-09-03	DJ002	DRAESEKE JAN	123434	CHI GONG JUL-AUG/21	265.68		265.68	
2021-09-03	DFC01	DUMAS FREIGHT COMPANY	79813	FROM CLEARTECH	480.57		480.57	
2021-09-03	DH143	DURWARD HEATHER	123433	DANCE SUMMER/21	464		464	
2021-09-03	EB295	E.B. HORSMAN & SON	13065843	REC HALL ELECTRICAL MATERIALS	110.4		110.4	
2021-09-03	ELS15	EARTH LAND & SEA COMPOST CORP	04799	PARKS SUPPLIES	3676.4		3676.4	
2021-09-03	FW050	FAR WEST DISTRIBUTORS LTD	F004202-PST	GARBAGE BAGS PST	9.05		813.4	
			F005605	PW BATHROOM/CLEANING SUPPLIES	428.14			
			F005585	SCH BATHROOM SUPPLIES	226.4			
			F005686	UCC HAND SOAP	149.81			
2021-09-03	GD215	GREGG DISTRIBUTORS LTD	011-836726	AMBER HIGHLIGHTER/SWITCHES	481.45		2216.23	
			011-836157	PW TOOLS	917.83			
			011-836727	PW TOOLS	664.6			
			011-836158	PW LEVER HOIST	152.35			
2021-09-03	HAA03	HARBOUR AUTHORITY ASSOCIATION OF BC	1629	ANNUAL MEMBERSHIP VOTING	225		225	
2021-09-03	PD199	HARBOURVIEW DRUGSTORE	767301	TWINRIX VACCINATION PARKS	70.65		87.66	
			761298	PW WALL CLOCK	17.01			
2021-09-03	HEL01	HELLO NATURE ADVENTURE TOURS	XBLL-110521	KAYAKING CAMP SUMMER/21	3150		3150	
2021-09-03	HE701	HEROLD ENGINEERING LTD	67024	PROJ #1040014 CEDAR RD BRDWLK	336		336	

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-09-03	HS002	HOGAN, SARAH	123435	DANCE FIT JUL-AUG/21	283.2		283.2	
2021-09-03	HC001	HUB CITY PAVING LTD.	290113279 290775829	PAVING CONTRACT 5527094 CONTRACT 5527094	3990.06 1995.03		5985.09	
2021-09-03	IB275	ISLAND BUSINESS PRINT GROUP LTD	176770	SCH RECEIPTS	436.8		436.8	
2021-09-03	CK608	KASSLYN CONTRACTING	D791 D792	D791 D792	4564.08 5523.82		10087.9	
2021-09-03	KL923	KERDMAN LINDSAY	123436	PILATES SUMMER/21	240		240	
2021-09-03	KA001	KOERS & ASSOCIATES ENGINEERING LTD.	2138-002 2144-001	2138 PENINSULA RD SANITARY/STORM 2144 PENINSULA/MAIN UTILITY	2047.92 403.46		2451.38	
2021-09-03	L9436	LAIDLAW ANDY	123432	AUG/21 TRAVEL EXPENSE	849.6		849.6	
2021-09-03	lv129	LANOVILLE CHRISTINA	123437	ROLLERSKATE SUMMER/21	384		384	
2021-09-03	LB002	LB WOODCHOPPERS LTD.	388789 389688 390771 389691	PARKS TOOLS/EQUIPMENT LAWNMOWER PART STIHL TRIMMER PW HONDA PARTS	123.09 17.88 596.96 28.32		766.25	
2021-09-03	MEC01	MEC PROJECTS LTD	3170	UAC HALL ALARM REPAIR	89.25		89.25	
2021-09-03	ME001	MINISTER OF FINANCE	WSI480182	2021 WATERWORKS LOCAL PROVIDER FEE	200		200	
2021-09-03	MISC	LITTLE BEACH RESORT	123438	BL#156 2021 OVERPYMT	1365		1365	
2021-09-03	MISC	[REDACTED]	BP20-23A	BP20-23 DMG DEP RETURN	1000		1000	
2021-09-03	MISC	[REDACTED]	TX60071-2021	TAX OVERPYMT RETURN	2503		2503	
2021-09-03	MUD01	MUDGE KAREN	123440	SUMMER CAMPS 2021	2376		2376	
2021-09-03	AGS11	NEXTGEN AUTOMATION	347661	COPIER USAGE 7/29-8/28	978.82		978.82	
2021-09-03	OE421	ON THE EDGE ROOFING & CONTRACTING	854	FIREHALL ROOF PATCHING	929.25		929.25	
2021-09-03	pc336	PETTY CASH FORTUNE ABBY	123441	UCC SUPPLIES	46.67		46.67	
2021-09-03	PB104	PIONEER BOAT WORKS	81152	SAFETY RAIN GEAR PARKS	396.91		396.91	

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-09-03	PC650	PRAIRIE COAST EQUIPMENT	P35021	TAIL LIGHT HOUSING	96.66		96.66	
2021-09-03	RF001	RAINCOAST EDUCATION SOCIETY	123442	CREATIVE CAMP SUMMER/21	1487.5		1487.5	
2021-09-03	ROU01	ROUILLARD TONY	123439	TAI CHI JUL-AUG/21	112		112	
2021-09-03	SD199	SCHRAMM DESIGN	3019 3022	FIRE BAN SIGNAGE CEDAR RD PARKING SIGNAGE	1177.69 520.8		1698.49	
2021-09-03	SUN02	SUN LIFE ASSURANCE COMPANY OF CANADA	117063	SEP/21 EAP	121.28		121.28	
2021-09-03	TT321	TOFINO TECH	6447	SCH WIFI/SECURITY CAM REPAIRS	2317.28		2317.28	
2021-09-03	LEASE	UCLUELET CONSUMERS CO-OPERATIVE ASSN	09/21	SEP/21 LEASE	250		250	
2021-09-03	up459	UCLUELET PETRO-CANADA	13137 12977	VEHICLE LIGHTBULB/OIL J.DEERE TIRE	108.5 131.24		239.74	
2021-09-03	US001	URBAN SYSTEMS LTD.	192074 192073	1427.0013.01 AMPHITRITE PT PARK 1427.0009.01 AMPHITRITE PT	9434.25 14516.25		23950.5	
2021-09-03	UAC80	URGEL'S AUTO COLLISION LTD	20298 20317	GST ONLY ON ICBC CLAIM ICBC GLASS DEDUCTIBLE	221.35 240.26		461.61	
2021-09-03	WCS01	WCS ENGAGEMENT & PLANNING	1376	JUL/21 UCLUELET TOURISM PLAN	588		588	
2021-09-03	WC345	WURTH CANADA LTD	24359918 24387704 24453359 24448694 24448352 24451230 24451273 24455391 24465124	PW NITRILE GLOVES DEGREASER-RETURNED BOLT EXTRACTOR PW MATERIALS & SUPPLIES PARKS PPE NITRILE GLOVES PW NITRILE GLOVES PARKS POLY GLOVES PW HEARING PROTECTION PARKS	522.99 -1045.27 201.59 695.13 163.97 556.59 124.27 183.86 44.79		1447.92	
2021-09-16	ACE07	ALBERNI COMMUNICATIONS & ELECTRONICS LTD	30414 30416	UFR RADIO/PAGER EQUIPMENT UFR RADIO/PAGER SERVICE	2668.87 1033.65		3702.52	
2021-09-16	RD205	ACRD	583-2020ARREAR	2020 ACRD GARBAGE & RECYCLING	17670.48		17670.48	
2021-09-16	AFS01	ASSOCIATED FIRE & SAFETY	29595	TURNOUT GEAR	2961		2961	

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-09-16	BLO17	BLOEDORN JUDY	123444	UCC ITEMS REIMBURSEMENT	208.18		208.18	
2021-09-16	MA952	BUREAU VERITAS CANADA (2019) INC.	CA10435416 VA10440504	WATER TESTING C162038 WATER TESTING C164332	270.9 270.9		541.8	
2021-09-16	BUS01	BUSTON, TONI	123443	JUL/AUG YOUTH CO	552		552	
2021-09-16	CE004	CORPORATE EXPRESS CANADA INC	56794219 56816699 56816758 56924479 56852780	LYCHE OFFICE SUPPLIES LYCHE OFFICE SUPPLY RETURN LYCHE OFFICE SUPPLIES OFFICE SUPPLIES BLACK FRAMES 11X14	82.42 -43.86 -74.27 168.64 66.4		199.33	
2021-09-16	CUPE1	CUPE LOCAL #118	08/21	AUG/21 DUES	2810.05		2810.05	
2021-09-16	EB295	E.B. HORSMAN & SON	13103509 13107396 13109441	UCC LIGHTING FIREHALL MATERIALS FIREHALL MATERIALS	43.54 176.44 312.33		532.31	
2021-09-16	EL048	ERIK LARSEN DIESEL CO. LTD.	719415 719451	WATER/SEWER EQUIPMENT TIDY TANK/FITTINGS	372.51 47.16		419.67	
2021-09-16	EV001	EVITT ELECTRIC CO. LTD.	59909A	UFR LOCK TAGS	13.33		13.33	
2021-09-16	FW050	FAR WEST DISTRIBUTORS LTD	F005878	GARBAGE BAGS	239.33		239.33	
2021-09-16	FSC10	FOUR STAR COMMUNICATIONS INC	60202	ANSWERING SERVICES SEP/21	162.75		162.75	
2021-09-16	FS004	FOUR STAR WATERWORKS	871213001928 871213001940 871213001939	CEDAR RD MATERIALS MAIN ST MATERIALS MAIN ST MATERIALS	1232.12 1365.41 844.97		3442.5	
2021-09-16	GB059	GIBSON BROS. CONTRACTING LTD.	25607 25671	GRAVEL FOR 270 PENINSULA RD EXCAVATOR AT ODYSSEY LN	280 131.25		411.25	
2021-09-16	GD215	GREGG DISTRIBUTORS LTD	011-836728	SCH ABSORBANT PADS	578.86		578.86	
2021-09-16	HSS40	HACH SALES & SERVICE CANADA LTD	258817	ANNUAL SERVICE	3577.28		3577.28	
2021-09-16	PD199	HARBOURVIEW DRUGSTORE	768034 769589	WPT BATTERIES FOR COUNTERS PARKS CLEANING SUPPLIES	51.87 107.98		159.85	

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
2021-09-16	HEM01	HEMMERA ENVIROCHEM INC.	2305070	HABITAT ENHANCEMENT PLANNING	215.46		215.46	
2021-09-16	HC001	HUB CITY PAVING LTD.	290842938 290696754	WATER BREAK REPAIRS CURBING/WATER CONTROL PAVING	19562.58 10972.67		30535.25	
2021-09-16	IC130	INFOSAT COMMUNICATIONS	699632084	SEP/21 SAT PHONE	65.12		65.12	
2021-09-16	IB275	ISLAND BUSINESS PRINT GROUP LTD	176827	#10 WINDOW ENVELOPES X3000	208.32		208.32	
2021-09-16	JD79	J & D WEAVER HOLDINGS LTD	810604 810628	UFR SUPPLIES UFR MATERIALS/SUPPLIES	152.38 67.16		219.54	
2021-09-16	CK608	KASSLYN CONTRACTING	D793 D794	D793 D794	6264.22 3103.66		9367.88	
2021-09-16	LB200	LONG BEACH PLUMBING & HEATING LTD	8182	AQUARIUM BATHROOM	710.68		710.68	
2021-09-16	MDC01	MDC	1011579	BYLAW PANTS	95.41		95.41	
2021-09-16	MF200	MINISTER OF FINANCE	P-105982	STATUTORY ROW - P105982	1572.9		1572.9	
2021-09-16	MISC	VIP SPORTS INC - JAZZ SOHAL	123445	SOCCER CAMP AUG/21	3529		3529	
2021-09-16	MISC	R.L. ROPER	673753	STIHL ATTACHMENTS	150		150	
2021-09-16	MISC	[REDACTED]	BP20-09	BP20-09 DMG DEP RETURN	1000		1000	
2021-09-16	MISC	KELLYS 1ST CALL LOCATING	MM1649	YEW ST LOCATING	210		210	
2021-09-16	MISC	[REDACTED]	TX180649-2021	ROLL#180649 TAX OVERPYMT RETURN	683.26		683.26	
2021-09-16	RL909	MYRON PLETT LAW CORPORATION IN TRUST	15102	LEGAL FEES	947.82		947.82	
2021-09-16	NP156	NORTH PACIFIC REPAIR	128501	AERATOR FLOAT/LAGOON	10777.19		10777.19	
2021-09-16	PR004	PACIFIC RIM MOTEL	384542	FIREHALL SIREN REMOVAL	126		126	
2021-09-16	RID01	RIDGELINE MECHANICAL LTD	390152385H 390152385DEFPAY	HOLDBACK INVOICE 390152385 WELL 3 DEF HB RELEASE	10561.72 3150		13711.72	
2021-09-16	SBR01	SONBIRD REFUSE & RECYCLING LTD.	43086	PW GARBAGE AUG/21	1709.04		1709.04	
2021-09-16	TU428	TOURISM UCLUELET	06/21	JUN/21 MRDT	31561.26		47365.31	

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
			05/21	MAY/21 MRDT	15804.05			
2021-09-16	TSC19	TRANSPARENT SOLUTIONS CORP	12295	SPAM BLOCKER OCT-DEC/21	62.84		62.84	
2021-09-16	uc142	UCLUELET CONSUMER'S CO-OPERATIVE ASSN	05082021#4805	PARKS CLEANING SUPPLIES	20.7		614.77	
			05AUG2021#9552	UCC BATTERIES/DOOR STOP	13.19			
			13AUG2021#2023	BATTERIES	40.57			
			13AUG2021#7857	PARKS WORK GLOVES	51.49			
			16AUG2021#5885	PW TIE-DOWNS	89.58			
			17AUG2021#6132	LYCHE COFFEE SUPPLIES	24.18			
			26AUG2021#5820	ELECTRIC VEHICLE MAINTENANCE	152.3			
			27AUG2021#0117	WATER FILTER	57.11			
			30AUG2021#1087	LYCHE COFFEE SUPPLIES	35.37			
			03AUG2021#4139	CEMETARY SUPPLIES	53.74			
			11AUG2021#7701	PW SUNSCREEN	76.54			
2021-09-16	uc142	UCLUELET CONSUMER'S CO-OPERATIVE ASSN	71509966	QUAD PREM FUEL	12.82		4778.37	
			71513317	QUAD PREM FUEL	12			
			7171	CARDLOCK AUG/21	4741.54			
			71503295	QUAD-PREM FUEL	12.01			
2021-09-16	LEASE	UCLUELET CONSUMERS CO-OPERATIVE ASSN	10/21	OCT/21 LEASE	250		250	
2021-09-16	UBC01	UCLUELET FIRST NATION	224	SPRING COVE SURVEY	1000.5		1000.5	
2021-09-16	UR849	UCLUELET RENT-IT CENTER LTD	42815	SCH JUL/21 CARDBOARD	785.4		1413.19	
			42778	SEWER TRUCK	520.8			
			43060	TOOL PARTS	106.99			
2021-09-16	UKE01	UKEE AUTO SERVICE	753616	#3 REPAIRS/SERVICE	100.8		100.8	
2021-09-16	UI923	UKEE INFO TECH	12446	IT SUPPORT AUG/21	6518.67		6518.67	
2021-09-16	vi006	VANCOUVER ISLAND MOWING LTD	21.07.31	MOWING BIKE PATH	2835		2835	
2021-09-16	WF001	WFR WHOLESAL FIRE & RESCUE LTD.	INV/2021/3068	S10486 UFR HELMETS	1990.55		1990.55	
2021-09-16	WC345	WURTH CANADA LTD	24468344	SAFETY CONES	403.2		403.2	
2021-09-16	XC300	XPLORNET COMMUNICATIONS INC	39081427	JUL/21 SAT PHONE	76.15		76.15	



STAFF REPORT TO COUNCIL

Regular Council Meeting: October 12, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

FILE NO: 6480-20-2020-OCP

SUBJECT: UCLUELET OCP BYLAW No. 1236, 2020

REPORT NO: 21-146

ATTACHMENTS: APPENDIX A – UCLUELET OFFICIAL COMMUNITY PLAN BYLAW No. 1236, 2020, DRAFT 7.2

RECOMMENDATIONS:

1. **THAT** staff be directed to provide an analysis of growth options informed by the *2021 West Coast Land Use Demand Study* in the context of the draft OCP; and,
2. **THAT** the draft OCP (along with the growth options) be presented for community feedback at a Committee-of-the-Whole meeting.

BACKGROUND:

The *Ucluelet Official Community Plan Bylaw No. 1236, 2020* (“**the OCP bylaw**”), has been under development since 2016 and most recently was the subject of a public hearing held May 13, 2021.

At its May 25, 2021, regular meeting Council discussed what was heard at the public hearing and directed staff to make a number of edits to the plan. At that time Council also indicated a desired timeline for the revised OCP to be brought back for further consideration in the fall. This report presents those edits to the OCP document.

Subsequently, the issue of the pace, amount and location of future growth has been raised on numerous occasions in the context of current development proposals, both by members of the public and Council. This report explores the option of seeking further discussion and input on this topic for potential incorporation into the OCP.

DISCUSSION:

Changes to the content and substance of the OCP require that second reading of the bylaw (initially given February 23, 2021) be rescinded so that the document can be amended and then given second reading with those amendments incorporated. Another public hearing will be necessary as part of the process. Council may consider whether additional public input is also desired, prior to a public hearing, as outlined in the options discussed later in this report.

B. Growth and development:

The issue of the overall pace and location of future growth has subsequently been raised on numerous occasions in the context of current development proposals, both by members of the public and Council.

While the issue of long-term growth was not a focus at the outset of this OCP review and update process, subsequent events and community experiences have perhaps brought the issue to the forefront.

The *2021 West Coast Land Use Demand Study* (LUDS) modelled three growth scenarios (low, medium and high) over a 30-year period for the communities on the west coast, including Ucluelet. This study was completed and presented to Council after the OCP bylaw initially received second reading.

It should be noted the LUDS is a study, not a policy direction.

The overall pace, location and amount of long-term growth in the community is commonly a central theme found in the policies within a community's OCP.

If Council wishes, a brief exploration of the LUDS growth scenarios in context of the draft OCP could be presented to Council for consideration and community discussion. Staff could present versions of the OCP Long Range Land Use plan (Schedule A), based on the modelling and assumptions in the LUDS, showing how the three growth scenarios might play out on the land base within the municipality over the 30-year time span considered in the OCP. The intent of this exercise would be to provide a focus for community discussion and, ultimately, direction by Council.

Ucluelet has a significant land base within the municipal boundaries that could potentially be developed. Adopting an OCP that accurately reflects the community's desired long-range vision for how much development is supported – and its acceptable locations – is important for community certainty and the long-range planning of municipal infrastructure, and its financing. The draft OCP already contains policies that would lead the District to defining in more detail its approach to managing the pace of growth in a regional context (see page 93). This is future work that would follow adoption of the OCP and might take place over the next two or three years – depending on Council priorities and also on regional partners. What is being suggested now is an immediate first step of exploring how much growth the community supports. This could inform current infrastructure planning and also those conversations on the regional scale.

Acknowledging the timeline of this OCP review and update, staff do not wish to unduly prolong the process; however we raise this issue because it appears to be a primary community concern, and because there is still an opportunity to include this analysis for consideration by Council and the community as part of the current process.

OPTIONS AND NEXT STEPS:

Having received an edited draft OCP, based on the direction of Council following the public hearing held in May, Council can provide direction on: first, whether to include additional analysis of growth options; and second, whether additional public input is desired before a public hearing.

The steps below, starting with the Council motions as recommended at the outset of this report, would include the additional analysis of growth scenarios and then include additional public input. Note the bulleted motions in steps C through H below would be considered at an appropriate later date:

Step	Council motion	Date (tentative)
A	1. THAT staff be directed to provide an analysis of growth options informed by the <i>2021 West Coast Land Use Demand Study</i> in the context of the draft OCP;	Oct. 12
B	2. THAT the draft OCP (along with the growth options) be presented for community feedback at a Committee-of-the-Whole meeting.	Nov. 2
C	<input type="checkbox"/> that, following the COW meeting, Council provide direction on edits to the draft OCP;	Nov. 9
D	<input type="checkbox"/> that second reading of the bylaw be rescinded;	
E	<input type="checkbox"/> that the draft OCP then be amended;	
F	<input type="checkbox"/> that the bylaw be given second reading as amended and then referred to a public hearing.	
G	<input type="checkbox"/> Public Hearing	Dec. 1
H	<input type="checkbox"/> Consider 3 rd reading & Adoption	Dec. 14

[Recommended]

Staff are recommending the above approach. The timeline is tentative (and tight) and can be adjusted - but could see the OCP adopted before the end of this year.

Alternatively, Council could consider taking the draft OCP in its current form directly to a public hearing. In that case Council could consider the following motions:

3. THAT second reading of *Ucluelet Official Community Plan Bylaw No. 1236, 2020*, be rescinded;
4. THAT *Ucluelet Official Community Plan Bylaw No. 1236, 2020*, be amended to include the changes as attached in Appendix A to the staff report dated October 12, 2021;
5. THAT *Ucluelet Official Community Plan Bylaw No. 1236, 2020*, be given second reading as amended; and,
6. THAT *Ucluelet Official Community Plan Bylaw No. 1236, 2020*, be referred to a public hearing.

In this case a public hearing could be held in mid to late November.

Another option would be seeking additional public input on the current (revised) draft OCP without additional analysis by sending it to a Committee-of-the-Whole meeting for further discussion prior to sending it to a public hearing. In that case, Council could consider the following two motions (with the other bulleted motions to follow at an appropriate later date):

7. THAT *Ucluelet Official Community Plan Bylaw No. 1236, 2020*, be amended to include the changes as attached in Appendix A to the staff report dated October 12, 2021;
8. THAT the draft OCP be presented in a walk-through display ahead of a Committee-of-the-Whole meeting devoted to presentation, questions and discussion on the draft OCP (essentially, a Covid-safe alternative to a typical open house);
 - THAT, following the COW meeting, Council provide direction on any further edits to the draft OCP;
 - THAT second reading of *Ucluelet Official Community Plan Bylaw No. 1236, 2020*, be rescinded;
 - THAT *Ucluelet Official Community Plan Bylaw No. 1236, 2020*, be amended to include the changes directed by Council;
 - THAT *Ucluelet Official Community Plan Bylaw No. 1236, 2020*, be given second reading as amended; and,
 - THAT *Ucluelet Official Community Plan Bylaw No. 1236, 2020*, be referred to a public hearing.

This approach could follow a similar timeline as for the recommendations 1 and 2, above.

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

Appendix A

DISTRICT OF UCLUELET

Bylaw No. 1236, 2020

A bylaw to adopt “District of Ucluelet Official Community Plan 2020”

WHEREAS Section 472 of the *Local Government Act* provides that the Council of a local government may, by bylaw, adopt an Official Community Plan;

AND WHEREAS Council has caused an Official Community Plan to be prepared for all areas of the District in accordance with the provisions of Sections 473 and 474 of the *Local Government Act* and other relevant sections as referenced in the Plan;

AND WHEREAS Council has consulted with the board of education and considered and consulted with other persons, organizations and authorities it considers will be affected, including how many and whether appropriate opportunities for consultation should be early and ongoing, all in accordance with Sections 475 and 476 of the *Local Government Act*;

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

1. The document entitled “District of Ucluelet Official Community Plan 2020” and its associated appendices, maps, schedules, tables and figures, all attached as Schedule 1 to this bylaw and made a part of this bylaw, is hereby designated as the Official Community Plan for the entirety of the area within the District of Ucluelet, as depicted on Schedule A of the Official Community Plan.
2. The “District of Ucluelet Official Community Plan Bylaw No. 1140, 2011”, and all its schedules and amendments are repealed.
3. This bylaw may be cited for all purposes as the “District of Ucluelet Official Community Plan Bylaw No. 1236, 2020”.

READ A FIRST TIME this 18th day of September, 2018.

Considered in conjunction with the District of Ucluelet Financial Plan and the Waste Management Plan under Section 477 of the *Local Government Act*, this 23rd day of February, 2021.

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

PUBLIC HEARING HELD this 13th day of May, 2021

SECOND READING RESCINDED this day of , 2021.

AMENDED this day of , 2021.

READ A SECOND TIME AS AMENDED this day of , 2021.

PUBLIC HEARING HELD this day of , 2021

READ A THIRD TIME this ____ day of _____, 2021.

ADOPTED this ____ day of _____, 2021.

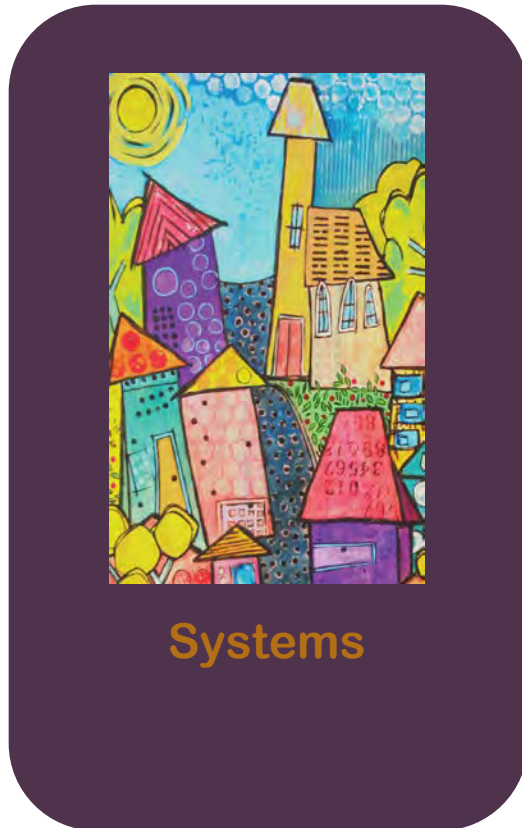
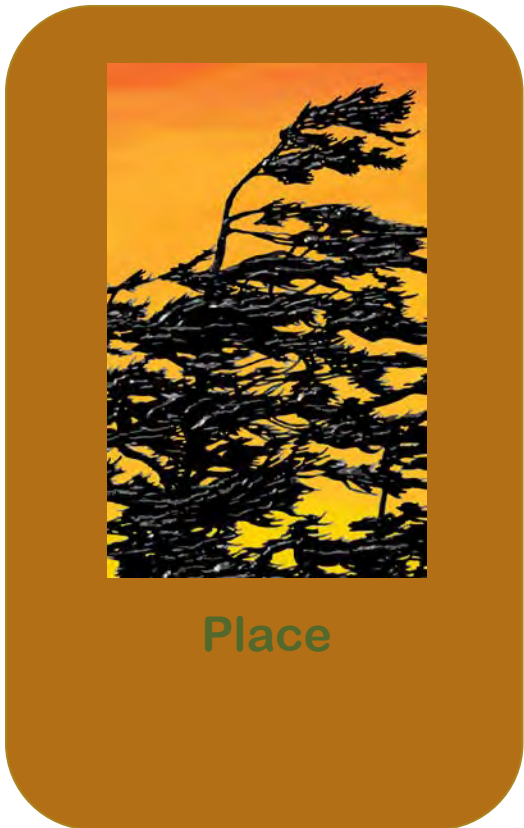
CERTIFIED CORRECT; "District of Ucluelet Official Community Plan Bylaw No. 1236, 2020".

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



DISTRICT OF
UCLUELET

Official Community Plan 2020

This plan would not exist without the hard work and input generously provided by the following:

- Shawn Warner at CGIS for mapping;
- Nicky Ling at Ukee Infotech for proofing and editing;
- Dr. Pam Shaw and the students of the Masters of Community Planning program and Mount Arrowsmith Biosphere Region Research Institute at Vancouver Island University for assistance with community engagement;
- the staff from all departments of the District;

...and most importantly, all the community members who shared their ideas, concerns, vision and passion for the community of Ucluelet.

Thank you! ̣eekoo!

Cover artwork by Katsumi Kimoto and Marla Thirsk

Title: District of Ucluelet Official Community Plan
Prepared By: Department of Community Planning, District of Ucluelet
Status: Draft 7.2
Contact: Planning Department
District of Ucluelet
200 Main Street, Ucluelet BC V0R 3A0
☎ 250-726-7744

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The District of Ucluelet acknowledges that we are located on the traditional territory (ḥaaḥuuli) of the Yuuḷuḡiḡath (Ucluelet First Nation). We are neighbouring communities who share interests in the Ucluth Peninsula and surrounding area. Our long-standing relationship is built upon mutual respect and many individual, personal ties.

The District aims to broaden and strengthen this relationship to better the lives of all community members. Discussion of the municipality's relationship with indigenous people and communities follows in Part One of this plan.

Part One: Introduction

What is an Official Community Plan & Why Plan

An Official Community Plan, or “OCP”, is a statement of objectives and policies adopted by a local government to guide decisions on land use planning, land use management and municipal operations within the area covered by the plan. The OCP sets out a road map for the community, to let everyone know where we’re headed in the long term. The scope of this OCP looks 30 years down the road. It is a living document and should be changed from time to time as the community evolves, as new issues come up or as new opportunities arise. The OCP is adopted by bylaw, by the elected Council of the District of Ucluelet; once the OCP is adopted any subsequent bylaws enacted or works undertaken by Council must be consistent with the plan.

For details on the legislative context, community profile, public consultation and process which went into developing this OCP, please refer to the appendices in Part 7.

Following this introductory foundation chapter, the bulk of the plan is organised under three broad headings of Place, People and Systems – followed by a chapter on Implementation and appendices.

Ucluelet is:

COMMUNITY CHARACTER AND IDENTITY

Ucluelet is a diverse, active and welcoming community which has been shaped over time by the energy of the place and the people drawn here to the natural setting of the rugged outer west coast of Vancouver Island.

Located on the narrow Ucluth Peninsula between Barkley Sound and the exposed Pacific Ocean, Ucluelet’s name (“safe harbour” in the Nuu-chah-nulth language) points to the key position of the town in this spectacular landscape. Poised on the edge of the Pacific, the community draws its energy from the interplay of the contrasting and complementary qualities of the landscape and the people. A short stroll takes you from Big Beach and the surge of the wild Pacific to the Whiskey Dock in the centre of the village and the calm waters of the harbour. Layered through the community are pairs of influences which add to its richness: land / sea; indigenous / settler; ancient / modern; resident / visitor; small town / world class; energizing / restoring; raw / refined – the interplay of these forces makes for a community which is complex, balanced and dynamic.

The people who make up the town of Ucluelet are known for being a friendly, hardworking, resourceful and welcoming group of citizens who are fiercely protective of the land and sea, and the resources which have sustained the community for generations. Ucluelet has been recognised as a town committed to carefully managing its growth to ensure that, as it changes over time, the natural environment is protected, the social fabric of the community is strengthened, and the local economy becomes more diverse and vibrant. This plan builds on the careful work of the past, and has been shaped by input from the engaged and passionate citizens of Ucluelet.

COMMUNITY VISION

Vision

Ucluelet's built and natural environment reflects, above all, the value we place on the outstanding beauty and diverse natural habitat of this place, which support the well-being of all members of the community. Ucluelet residents and visitors enjoy a high quality of life built upon a sustainable, diverse and vibrant local economy.

Guiding Principles

The policy directions contained within the OCP aim to realise this vision of Ucluelet as a vibrant, natural and active community. The following guiding principles reflect components of the vision and will be used to guide decision making.

1. Protect natural areas and ecological function
2. Maintain and enhance Ucluelet's unique character and preserve its heritage
3. Foster a welcoming and complete community
4. Build a diverse and dynamic local economy
5. Create a compact and vibrant Village Square
6. Develop and maintain top quality parks, trails, recreation and community services for residents and visitors
7. Broaden the spectrum of housing options to improve the availability of appropriate, affordable housing for all
8. Increase transportation choice and reduce automobile trips
9. Manage growth in balance with jobs, infrastructure investments, and the provision of services
10. Embrace the challenge of addressing the causes and impacts of climate change

The Visitor Experience

The tourism sector is a strong and growing part of its economy yet Ucluelet remains a working town first, and a resort second.

Importantly this is one of the town's strengths as a visitor destination. Ucluelet is the kind of town where not only does your yoga instructor live next door to a forklift operator, but there's a good chance that she *is* a forklift operator.

Interactions with the creative and colourful locals are an essential part of how our community leaves an impression on the visitor. By continuing to strengthen and grow as a diverse working town, by fostering small businesses and local innovators, and by improving the town facilities, programs and infrastructure to benefit all community members, we will also expand and improve the visitor experience.

Remaining genuinely Ukee in the face of growth and change will be key to maximising the quality of life for both residents and visitors.

CONTEXT

Region and Neighbours

The District of Ucluelet is located on the Ucluth Peninsula, at the entrance to Barkley Sound on the west coast of Vancouver Island. The town is situated just south of the Long Beach unit of the Pacific Rim National Park Reserve. The municipality is located within the Alberni Clayoquot Regional District (ACRD); other nearby west coast communities are the town of Tofino at the northern end of Long Beach, and the unincorporated community of Bamfield on the opposite side of Barkley Sound.

Ucluelet is situated in the traditional territory of the Yuułuᑭiᑭᑭᑭᑭᑭ (Ucluelet First Nation), whose community is based immediately across the harbour at Hitacu. The Yuułuᑭiᑭᑭᑭᑭᑭ are one of the five Maa-Nuulth Treaty First Nations along with the nearby 'tuk^waaᑭᑭᑭᑭᑭ (Toquaht Nation). The administrative office of the Toquaht Nation is located on Peninsula Road in the town of Ucluelet. The Toquaht Nation and the District of Ucluelet are partners in the Barkley Community Forest.

The economies of the Yuułuᑭiᑭᑭᑭᑭᑭ First Nation, the Toquaht Nation and the District of Ucluelet are inexorably linked and all share a close tie to the area forests, fisheries and visitor economy. Citizens of all three communities regularly intermingle in town where many live, work, go to school, shop and access services.

Nearby residents of the Millstream and Port Albion unincorporated areas of the ACRD Area C are also an integral part of the fabric of the Ucluelet community.

The District provides drinking water to the Yuułuᑭiᑭᑭᑭᑭᑭ First Nation at Hitacu, and back-up water supply and fire protection to Millstream. Ucluelet and its neighbours benefit from a history of mutual respect and assistance.



YFN: Relationship and Reconciliation

“The Yuułuᑲıᑲaᑲ First Nation asserts that we have occupied, benefited from and governed our traditional territory, lands, waters and resources since time immemorial.

The traditional territory of the Yuułuᑲıᑲaᑲ First Nation has in the past provided the resources necessary to sustain the Yuułuᑲıᑲaᑲ First Nation and we honour its connection to the lands, waters and resources of its traditional territory which provide for our physical and spiritual needs.

Through our inherent right to self-government, the Yuułuᑲıᑲaᑲ First Nation has preserved and protected our traditional territory and we accept the obligations and responsibilities inherent in governing Yuułuᑲıᑲaᑲ lands and pledge to protect Yuułuᑲıᑲaᑲ lands for future generations of our citizens.

We promote a healthy and prosperous future that ensures the continued existence of the Yuułuᑲıᑲaᑲ First Nation as a strong political, social and cultural community that aspires to grow as an organized, determined, successful and self-reliant people.

The Yuułuᑲıᑲaᑲ First Nation values the need to respect, protect and promote our heritage, culture and traditions which form the basis of our success and destiny while understanding that these practices may change and require contemporary expression.

It is the desire of the Yuułuᑲıᑲaᑲ First Nation that our Yuułuᑲıᑲaᑲ lands continue to provide the resources necessary to sustain us, preserve our traditional ways and culture, encourage self-sufficiency and security through economic development and growth and to provide a home for the Yuułuᑲıᑲaᑲ people forever.

It is also the desire of the Yuułuᑲıᑲaᑲ First Nation that economic development and growth on our Yuułuᑲıᑲaᑲ lands will be conducted in a way that is transparent and accountable and that will foster a safer, stronger, healthier, more financially secure and more sustainable community. To this end, the Yuułuᑲıᑲaᑲ First Nation encourages our citizens to participate in the planning process for development and growth in order to create the type of community we want to live in and be a part of and that meets our needs.

Economic development and growth on Yuułuᑲıᑲaᑲ lands will be carried out in a way that ensures our economic development and growth is socially, economically and environmentally sustainable.”

(Source: YFN Planning & Land Use Management Act 2011)

The District of Ucluelet and the Yuułuʔiłʔatḥ Government have adopted a protocol agreement, most recently updated in 2014, as a framework within which to advance our working relationship. The vision put forward in the protocol agreement is as follows:

Protocol Context

Our community vision is:

- A healthy community where the citizens of our population are united and share a sense of civic pride.
- A year round, diversified and healthy economy that yields growth which doesn't compromise the environment or what makes our communities unique.

Our collaborative organizational vision is:

- Effective governments, working towards common issues, as partners.

Shared Values

Our common values will serve as a foundation for our conduct and decision-making, and will guide us when prioritizing our interests, and determining the methods used to advance those interests. These values include:

Relationships

- trust
- integrity
- authentic communication
- cooperation
- transparency
- respect
- honesty

- mutual benefit
- patience
- fairness

Culture

- appreciation and celebration of different cultures
- traditions
- history

Social

- sense of community
- family
- reciprocity and giving back
- life long learning

Environment

- sustainability
- do no harm
- interconnectedness
- renewable energy

Objective 1A To recognise the interests and heritage of local indigenous people and communities.

Objective 1B To build and strengthen the relationship between the municipality and indigenous communities with a spirit of neighbourliness and mutual support, in this time of reconciliation.

The United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) was adopted by the UN General Assembly in 2007. In 2015 the Truth and Reconciliation Commission listed as the first principle for reconciliation that the UNDRIP, “is the framework for reconciliation at all levels and across all sectors of Canadian Society.” The UNDRIP was officially adopted by the Government of Canada in 2016. In November of 2019 the Government of British Columbia passed the *Declaration on the Rights of Indigenous Peoples Act*; BC is the first Canadian province to start bringing its legislation in alignment with the UNDRIP.

Note that the District of Ucluelet is not a “State” and does not carry the legal weight of “the Crown”; the responsibilities of the Crown can not be delegated downward to local government by the Province. At the same time, as noted in the Truth and Reconciliation Commission *Calls to Action*, all levels of government - including local municipalities - have a role to play in healing relationships, building community and addressing the ongoing legacies of colonialism to create a more equitable and inclusive society.

Policy 1.1 The District of Ucluelet adopts the *United Nations Declaration on the Rights of Indigenous Peoples* as the framework for reconciliation (see Appendices).

Policy 1.2 Make every effort to build on the history of respect and mutual assistance which characterises the relationship between the municipality and the Yuułuᑭifᑭath and ‘tukʷaaᑭath Nations.

Policy 1.3 Endeavour to ensure that municipal facilities, functions and programs are welcoming and accessible to Indigenous members of the community.

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.

Policy 1.5 Use the protocol agreement between the District of Ucluelet and Yuułuᑭifᑭath Government as an avenue for dialogue and action on matters of mutual interest, where we come to the table as equal parties.

What is a ‘policy’?

Policy statements say what the District means to do. The policies in this plan should be read as if preceded by the words “The District of Ucluelet will...”

Policy 1.6 Explore the potential benefit of establishing a protocol agreement with the Toquaht Nation.

Policy 1.7 Provide education to municipal employees on the history of Indigenous peoples, including the history of residential schools, the *United Nations Declaration on the Rights of Indigenous Peoples*, Treaties (including the *Maa-nulth Treaty*) and Aboriginal Rights, Indigenous law, and Aboriginal-Crown relations. This will include skills-based training in intercultural competency, conflict resolution, human rights and anti-racism.

The District acknowledges that the Yuułuᑭifᑭath have a relationship with the lands of their traditional territory which now fall within the District of Ucluelet, and that this connection extends back in time over thousands of years. The District respects that the relationship the Yuułuᑭifᑭath have to the land and surrounding sea goes deeper than the typical land use issues encountered by a municipality.

Policy 1.8 Endeavour to understand and consider Indigenous perspectives when making decisions on land-use issues.

Policy 1.9 Develop, in partnership with the Yuułuᑭifᑭath Government, a protocol for referral and input on proposed developments and/or operations which might impact Yuułuᑭifᑭath lands, resources and/or culture.

Policy 1.10 Develop, in partnership with the Yuułuᑭifᑭath Government, a stewardship protocol for lands within the municipal parks network to achieve a respectful balance between ecological conservation and opportunities for indigenous cultural activities including harvest.

This chapter is considered a work in progress, and the District welcomes input and ideas for improving communication and our understanding of the ongoing history between the municipality and indigenous communities.

Point in Time & History; View to 2050

This OCP takes a 30-year view, looking ahead to how the community of Ucluelet will evolve to the year 2050 and beyond.

Written in 2020, this plan is a complete policy document to guide the community at this point in time, but also acknowledges specific areas where further work is necessary in the short term to adjust or more clearly define the community direction and priorities.

The following work, some of which is already underway (or budgeted and scheduled), will allow the District to update this plan in the near future to provide a true long-term vision:

- continued conversations with local indigenous communities
- priority housing actions including a community housing needs assessment
- completion of the long-term land use demand study, currently underway
- review and refinement of environmental development permit areas
- storm surge and tsunami modeling and refinement of flood construction levels, currently underway
- completion of the sewer master plan
- completion of an integrated stormwater management plan
- implementation of the Community Climate Change Adaptation Plan

An OCP attempts to take the long view, projecting a vision for how the community might evolve over the next decades. Written in 2020, in the midst of the COVID-19 pandemic, the long-range view is even less clear than it might have been – unprecedented and unforeseen change has challenged local priorities and upended global economies.

Some things have become clearer:

- The importance of community.
- The resiliency and adaptability of local businesses and workers.
- The fragility of supply chains and the benefit of diverse local economies.
- The restorative value of fresh air, open spaces and wild places.
- Ucluelet is a desirable place to live, visit, work and play – and will only become more so as time goes on. The pressures which come with increased visitation and migration can be balanced if Ucluelet maintains a clear view of those things that define, support and benefit the community.

Part Two: Place

Natural Environment

Ucluelet is characterised by the beauty of its landscapes and unique natural features including rocky beaches, old growth forests and a rich diversity of wildlife. This magnificent setting positioned on the edge of the Pacific Ocean greatly enhances the quality of life in Ucluelet by providing recreation areas, beautiful scenery and a healthy habitat for fish, wildlife and humans.

ECOLOGY

Ucluelet is home to rich plant and animal habitat due to the peninsula's interface between the terrestrial and marine environments. The ecosystems here are a complex and fragile array of diverse flora and fauna which depend on the health and resources of the ocean and temperate rainforest.

Terrestrial ecosystems provide a home to many large mammals such as bears, cougars and wolves. Bald eagles can be seen regularly soaring the air currents in skies above town.

The marine ecosystem surrounding the peninsula includes salmon, sea lions, otters, migratory and resident grey, humpback and orca whales, seabirds, and an additional 240 species of birds.

The backshore, intertidal zones and network of streams support an incredible diversity of life, providing habitat and spawning conditions which support both terrestrial and marine food chains.

The rich forests include coniferous species of Sitka Spruce, Balsam, Cedar, Western Hemlock, Douglas Fir and deciduous trees including Red Alder. Forest health and age is a critical component of the natural life and biodiversity of the area.

The moderate climatic conditions provide significant moisture, sufficient sunlight and mild winters resulting in abundant vegetative growth year-round.



WILDLIFE

Ucluelet and the surrounding region share the natural environment with an array of wildlife, including bears, cougars and wolves. The frequency of human contact with these large mammals increases as new lands are developed. As human development spreads out and encroaches upon wildlife habitat, the wildlife and human interaction increases.

As the foraging areas, migration paths and game trails for wildlife are overlain with human development and contact increases, normally submissive species such as bears, cougars and wolves can begin to become habituated to human activities. They may become accustomed to odours and noises and less afraid of cars, bicyclists and runners.

Game trails and migration pathways in the area that have existed for hundreds or even thousands of years are encroached upon by development causing animals to learn, evolve and cope with human activity. Within town limits bears are particularly drawn to berry patches and trash which is not bear-proofed.

Development in Ucluelet's future raises the potential for increased wildlife and human contact. Ucluelet promotes prevention measures to reduce wildlife impacts through a wildlife smart program.

Prevention methods include keeping garbage inside until the day of pick up, bear proof dumpsters, properly functioning compost and networks of communication between friends and neighbours about sightings. Prevention is a win-win situation because both people and wildlife benefit. It will be beneficial to the District of Ucluelet to continue working with the National Park Reserve on wildlife programs.

The District participated in a 'Human-Bear Conflict Management Plan' in 2005/2006. The priority actions identified in this plan are to bear-proof garbage and food attractants, and to identify and set aside habitat and corridors for wildlife as lands are developed within the District.

ENVIRONMENTAL PROTECTION

The District of Ucluelet is committed to the responsible stewardship of its natural resources and preservation of the local environment for future generations.

Respect for the natural environment is a key feature of Ucluelet's Official Community Plan vision. It provides the guiding framework upon which the following policies have been developed to further enhance and protect Ucluelet's diverse natural habitat.

Objective 2A To develop carefully and use land wisely to ensure that the most sensitive and valuable environmental features are protected, and ecological functions are not irreparably disturbed.

Objective 2B To manage municipal infrastructure and operations in ways that responsibly minimise impacts on the natural environment.

Objective 2C To encourage conservation of District and Regional resources.

Objective 2D To work with and support other agencies and groups who share the community's goal of protecting our environment.

New Development Permit Areas for the protection of the environment have been established by this OCP (see Schedule E and Section 6).

Policy 2.1 Use the regulatory tools available to local governments to ensure new development responds to the community's goal of maintaining a healthy, diverse natural environment.

Policy 2.2 Maintain significant areas of natural green space and forest cover. Large scale clearing to accommodate development is not supported.

Policy 2.3 Convene a community mapping workshop to capture local knowledge of locations and routes which are particularly important for local wildlife.

Policy 2.4 Identify natural corridors for public and wildlife use or as natural landscapes.

Policy 2.5 Foster and support local environmental stewardship and heritage protection groups.

Policy 2.6 Collaborate with non-profits, provincial and federal agencies on research, education and enforcement efforts aimed at protecting the environment.

Policy 2.7 Support efforts to establish an Indigenous-led landscape-scale West Coast Stewardship Corridor extending from the Southern to Northern regions of Vancouver Island.

Policy 2.8 Promote solid waste management practices - such as WildSafe BC bin closure protocols - to discourage attraction of wildlife.

Policy 2.9 Explore bylaw amendments and education for options to allow backyard husbandry of poultry while avoiding attracting wildlife by using appropriate electric fencing.

Policy 2.10 Explore, with public input, the merits of defining and initiating a system of municipal permitting prior to removal of the most significant, mature trees in the community.

Policy 2.11 Given that all land in the community is proximate to watercourses and the ocean, and given the significant rainfall experienced in Ucluelet, discourage the cosmetic use of pesticides anywhere in the District.

Policy 2.12 Lobby the provincial government to institute a province-wide system of regulating the cosmetic use and sale of pesticides.



CLIMATE ACTION

Mitigating greenhouse gas emissions and adapting to the impacts of climate change is viewed as one of the greatest challenges of our time. At the same time as communities throughout the world are struggling to prepare for a future without abundant, low-cost fossil fuels, the Greenhouse Gases (GHG) created by the world’s current dependence on fossil fuels are creating devastating impacts on global ecosystems that are expected to last for many generations.

For our community the potential for sea-level rise, impacts to our water system increasing intensity of storm events, and impacts to fish stocks have a direct influence on our residents and businesses.

To address this challenge, provincial legislation requires that an Official Community Plan include targets for the reduction of greenhouse gas emissions and transition to renewable energy, and policies and actions the local government has proposed with respect to achieving those targets.

In establishing these targets, policies, and actions, it is important to understand the role and ability of local government to effect GHG reductions.

In 2018, Council committed to the Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP) milestones program. The municipality achieved Milestone 2 for District emissions and Milestone 4 for community emissions in 2019 and is committed to achieving Milestone 5 for both categories by 2022.

The District will support emissions reductions through policies and programs in the following areas:

- Land Use and Development
- Transportation
- Renewable Energy
- Solid Waste and Waste Management
- Awareness, Education, and Outreach
- buildings
- public infrastructure and facilities
- community energy systems

Our Goals:

- Ucluelet residents are resilient to climate change and energy scarcity and costs.
- Transportation options reduce greenhouse gas emissions, fossil fuel dependence and the creation of air contaminants.
- New and existing buildings are energy efficient and use 100% renewable energy.
- The waste stream to the regional landfill is reduced to a minimum, with recovery, re-use, recycling and composting of resources undertaken as standard practice.
- Ucluelet relies on clean, renewable, and efficient energy sources.

The following are goals (objectives) identified in the recently adopted Ucluelet mitigation and adaptation plans.

Transportation

Objective 2E – Ucluelet attracts businesses so residents can access key services close to home.

Objective 2F – Ucluelet residents can safely move around town by foot, bike, scooter, or other low-carbon transportation modes.

Objective 2G – Ucluelet is connected to the region by reliable transit and an extended EV charging network.

Objective 2H – Ucluelet residents and visitors can charge electric vehicles at home, work, and popular destinations.

Buildings

Objective 2I – Ucluelet is connected to the region by reliable transit and an extended EV charging network.

Objective 2J – Existing residential and commercial buildings become energy efficient, comfortable, durable, and cheaper to operate through whole-building energy retrofits.

Objective 2K – Ucluelet transitions away from heating oil by 2030 in favour of renewable sources of heat such as heat pumps.

Waste

Objective 2L – Organic waste is diverted from the landfill due to a curbside collection program and on-site composting

Objective 2M – Single-use plastics are eliminated in favour of reusable and biodegradable alternatives.

Leadership

Objective 2N – The District integrates climate action into all municipal processes.

Objective 2O – The District leads by example by ensuring all buildings are energy efficient, by transitioning to a low-carbon fleet, and establishing zero-waste policies for operations and events.

Objective 2P - The District meets the community's 80% GHG reduction and 100% renewable energy targets for its municipal operations.

Adaptation

Objective 2Q – Strengthen infrastructure resilience and reduce risk to buildings and property.

Objective 2R – Enhance resilience of ecosystems and protect natural areas.

Objective 2S – Improve public safety and preparedness to climate-related events.

Greenhouse Gas Targets

Policy 2.13 The District will align its community targets with those established by the Province of BC in 2018. Using a 2007 baseline, those targets are:

40% GHG reduction by 2030

60% GHG reduction by 2040

80% GHG reduction with 100% renewable energy by 2050

Policies to positively influence the community's energy use and GHG emissions are found throughout the OCP, where the plan covers areas of land use, transportation, infrastructure and operations.

Part 6 of this plan also discusses GHG reductions and climate change adaptation policy in detail.

GHG Policies - Land Use and Development

Policy 2.14 Support the walkability and bike-ability of the community.

Policy 2.15 Require development planning for new areas to include infrastructure to support electric vehicle charging in residential, commercial and public places.

Policy 2.16 Support infill development near the Village Square to create a complete and compact core that is walkable, vibrant and attractive as a place to live, work and play without the need for a car.

Policy 2.17 Focus municipal and other government facilities within this compact core.

Policy 2.18 Support re-development to enhance Peninsula Road as the District's primary corridor, to promote the introduction of

local transit service (and higher transit frequencies than is possible with lower density development), including a potential transit connection between Tofino and Ucluelet, as well as Port Alberni.



GHG Policies - Transportation

Policy 2.19 Encourage pedestrian and bicycle facilities as part of all new development projects.

Policy 2.20 Expand infrastructure to support vehicle and cycling electrification in public places, businesses and residences.

Policy 2.21 Encourage and support regional organizations to convert their fleets to Zero Emission Vehicles.

Policy 2.22 Convert all light-duty vehicles to zero-emission vehicles in municipal operations including the integration of e-bikes where possible.

Policy 2.23 Expand the Wild Pacific Trail network as opportunities arise.

Policy 2.24 Work with other local communities to establish more frequent regional transit connections, including to Tofino, First Nations communities, the Tofino airport, and Port Alberni.

Policy 2.25 Encourage BC Transit to create local transit routes to serve most destinations within the community with a high level of service, and focus development along this transit corridor.

Policy 2.26 Work towards a future multi-modal transportation centre near the Village Square area to better link the District with air, water, and transit service providers with local transit, taxi, walking, and cycling facilities.

Policy 2.27 Provide weather protection at stops for future local and regional transit buses.

Policy 2.28 Support car-sharing and carpooling within the community, such as the creation of priority parking stalls for pool vehicles and/or facilitating a community carpooling database.

Policy 2.29 Support bike-sharing within the community, such as locating bike share racks within the Village Square area and at resort locations.

Policy 2.30 Encourage adequate, secure bicycle parking facilities at major destinations within the District.

Policy 2.31 Pursue opportunities to create bike lanes and multi-use paths within existing road allowances.

GHG Policies - Buildings

Policy 2.32 Require high-efficiency buildings in new developments and major renovations of existing buildings, with an aim to implement the provincial Step Code to raise the bar on energy efficiency.

Policy 2.33 Promote multi-unit, mixed-use buildings with shared walls that reduce energy losses.

Policy 2.34 Establish and undertake the work, as necessary, to refine Flood Construction Levels to ensure new development and infrastructure avoids the impact of rising sea levels.

Policy 2.35 Support the transition from heating oil to lower-carbon building heating systems.

GHG Policies - Public Infrastructure and Facilities

Policy 2.36 Review municipal infrastructure and assets for vulnerability to rising sea levels and increased storm events.

Policy 2.37 Establish policies that focus light energy only onto areas where illumination is required and restrict the spillover of light to the night sky and intrusion into adjacent properties.

Policy 2.38 Implement external lighting technologies that reduce energy consumption including a shift to LED lighting for all District and BC Hydro streetlighting

Policy 2.39 Where feasible, strive to design new public facilities with leading edge energy technologies that demonstrate leadership and provide local examples that can be applied to private sector buildings and facilities.



GHG Policies - Renewable Energy

Policy 2.40 Support the development of 100% renewable energy systems including a variety of energy sources, including biomass, solar voltaic, solar hot water, geothermal and sewer and wastewater heat recovery sources.

Policy 2.41 Maximise energy efficiency through district energy and heat recovery from industrial or commercial sources.

Policy 2.42 Explore the feasibility of renewable District Energy systems including potential pilot projects demonstrating technologies such as geothermal, tidal and wave energy.

GHG Policies - Solid Waste and Waste Management

Policy 2.43 To reduce energy and emissions associated with waste management, the District will consider enhancing programs to reduce waste, recycle and reuse waste where possible aiming for a goal of zero waste.

Policy 2.44 Work with the regional district to explore opportunities to promote individual or collective composting systems to reduce methane emissions from organic waste.

Policy 2.45 – Implement a single-use plastics bylaw in favour of reusable and biodegradable alternatives.

GHG Policies - Awareness, Education and Outreach

Policy 2.46 Distribute information on measures and incentives that individuals and businesses can take to reduce GHGs on the District's web site and public mailings, tax notices, etc.

Policy 2.47 Regularly communicate information on the issue of climate change and GHG reduction measures at public facilities, meetings and through electronic sources.

Policy 2.48 Support the sustainability goals of Tourism Ucluelet including their adopted 2020 strategy statement: *“By 2023 Tourism Ucluelet will lead Ucluelet's vibrant and sustainable tourism industry through industry collaboration, responsible and authentic promotion, visitor and community education, support for community priorities and accountability in our operations.”*

Climate Adaptation - Policies

Policy 2.49 Address vulnerabilities to electrical distribution infrastructure.

Policy 2.50 Conduct flood risk mapping for sea level rise and use results to communicate and manage risks.

Policy 2.51 Assess vulnerabilities of the Highway 4 transportation link.

Policy 2.52 Study current water systems and explore resiliency measures to make the existing water system more resilient.

Policy 2.53 Create an Invasive Species Action Plan.

Policy 2.54 Support local activities to maintain wild fish stocks and habitat.

Policy 2.55 Develop a Biodiversity Network Plan to ensure priority ecosystems are protected in municipal land-use planning bylaws.

Policy 2.56 Through the Integrated Stormwater Management Plan, create bylaws, policies or plans to protect habitats.

Policy 2.57 Complete Emergency Operations Centre (EOC) training and update EOC to continue to be prepared for extreme events.

Policy 2.58 Participate in a region-wide climate change dialogue and planning process with municipalities, First Nations, Parks Canada and BC Parks to expand and integrate the Ucluelet Climate Change Adaptation Plan into future projects.

Actions Plans – Mitigation and Adaptation Plans

Policy 2.59 Implement the *Clean Energy for the Safe Harbour District of Ucluelet 100% Renewable Energy Plan* (2019).

Policy 2.60 Implement the Ucluelet Climate Change Adaptation Plan.

Policy 2.61 Report to Council annually on the progress of mitigation and adaptation efforts in the Annual Report.

Policy 2.62 By 2022, achieve Milestone 5 for Community and Corporate emissions in the Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP) milestones program.

Parks, Trails and Open Space

Our Goals:

A connected and legible parks and trails network which supports:

- active, healthy and connected ways of living
- an unparalleled experience of the natural and cultural landscapes of the Ucluth Peninsula
- the further development and diversification of the town's economy

The parks, trails and open spaces within the District of Ucluelet contribute to the unique character and sense of place which defines our community. The parks network includes nature parks, community parks, neighbourhood parks, trails, beach accesses, greenbelts and road edges.

Key parks, trails and open spaces in Ucluelet are identified on Schedule C: Parks and Trails Network.

Objective 2T Recognize, enhance and protect key areas for biodiversity and sensitive marine, terrestrial, and riparian ecosystems within the parks and trails network.

Objective 2U Build on the success of the Wild Pacific Trail and expand the experience of this unique ribbon of the coastal landscape, ultimately connecting beyond the municipal border to Pacific Rim National Park Reserve.

Objective 2V Anticipate growth in the community and tourism sector, and respond by expanding the parks and trails network to meet the needs and demands of residents and visitors.

Objective 2W Provide a diverse, inclusive range of activities and experiences among the parks and trails network, accessed and enjoyed by people of all ages and abilities.

Objective 2X Develop a municipal network of parks, trails and open spaces designed, constructed and maintained to strike a balance between:

- maximum experience for citizens and visitors
- infrastructure affordable to our small-town tax base
- appropriate "Ukee" character which reflects our west coast setting

PARKS

The 2013 Parks and Recreation Master Plan (PRMP) identifies a number of strategies to guide the future of the municipal parks and recreation functions. The following policies incorporate the recommendations of the PRMP:

Policy 2.63 Park land dedication and acquisition is a key strategy in conserving the District’s natural areas and ecosystems.

Policy 2.64 Existing parks and trails are to be maintained and protected for public use and environmental preservation.

Policy 2.65 When acquiring new park land, facilities, or trails include the operational and maintenance costs in long-term financial planning and budgeting.

Policy 2.66 Budget for the continued maintenance and replacement of parks equipment and assets.

Policy 2.67 Review and set standards for signage, access and site furnishings at trailheads, trail connections and beach accesses.

Policy 2.68 Develop an integrated plan for improving and connecting public open spaces and pathways.



Policy 2.69 The priorities for new parks & trails projects are:

- improve sidewalks, pathways and connected public realm areas in the vicinity of the Village Square
- extend the Wild Pacific Trail as shown on Schedule C
- create and extend the Safe Harbour Trail as shown on Schedule C
- create a connected pedestrian route along the Small Craft Harbour connecting to the Village Square
- improve the Coast to Coast Connection between the Village Square and Big Beach
- improve accessible, safe viewing opportunities and re-purpose the Lightkeeper’s House at Amphitrite Point
- improve signage and wayfinding to identify pathways, key locations and public facilities

Future parks & trails projects could include:

- new parks in the former Forest Reserve areas
- improved public access to harbor via end-of-road parks
- hard sports surface / fieldhouse / concession / foodbank / emergency staging area at Tugwell Field
- a new park and perimeter trail on Hyphocus Island
- a Japanese Memorial Garden
- a new park near the terminus of Peninsula Road
- additional active recreation facilities (e.g., frisbee golf course, fitness trail, etc.)
- a community boathouse supporting opportunities for kayak / canoe / row / sail programs
- explore feasibility of alternative energy (geothermal / tidal / wave) outdoor pool and/or hot pool

TRAILS

Visitors and residents alike experience Ucluelet by moving through the landscape of the peninsula on a network of world-class trails. This expanding network is the result of the vision, commitment and hard work of the community. The trails serve as a public amenity and also as an economic driver – bringing visitors to the community and enticing them to return. Continued expansion and improvement of the trail network will be key to achieving the goals of this plan.

Wild Pacific Trail

Objective 2Y A continuous Wild Pacific Trail following the exposed outer shore along the length of the peninsula.

Policy 2.70 As development extends into former Forest Reserve lands, it is the District’s aim to see the Wild Pacific Trail extend along the entire shoreline of the municipality.

Policy 2.71 Explore with property owners, the Alberni Clayoquot Regional District and the Yuułu?if?ath First Nation the opportunity to extend the Wild Pacific Trail northward beyond the municipal boundary to connect with the Pacific Rim National Park Reserve.

Policy 2.72 Trails created in new development areas should be located in a network of dedicated public land (highway or park dedication) of sufficient width to maintain the character and experience of the landscape for both trail users and neighbours. Creating public access through statutory rights-of-way over private land should be seen as a next-best solution to be used only in extenuating circumstances.

Policy 2.72.a Seek opportunities (for example with any future development proposal on adjacent lands) to connect a pedestrian trail from the north end of Little Beach up to the Wild

Pacific Trail where it parallels Marine Drive. The trail should follow natural riparian corridors in this area, where possible.

Safe Harbour Trail

Objective 2Z A continuous Safe Harbour Trail following the shore of the Ucluelet Inlet wherever possible and, where interrupted by existing residential or marine commercial activities, connecting seamlessly with town pathways.

Policy 2.73 Use existing and new rights-of-way to create new sections of trail along the shoreline of Spring Cove, Hyphocus Island, the Inner Boat Basin and Olsen Bay.

Policy 2.74 As development extends northward along the inlet, create a connected Safe Harbour Trail along the shoreline wherever possible.

Policy 2.75 Make pedestrian pathway connections and improvements a priority in the vicinity of the Village Square and extending outward along Peninsula Road and Matterson Drive. Once sections of sufficiently safe and connected pathways are linked, identify and promote these sections to form a walking tour connecting the Village Square to the Inner Boat Basin, Imperial Lane, Big Beach and other parts of town.

Regional Trails

Objective 2AA A connected network of trails linking Ucluelet with the broader regional landscape.

Policy 2.76 Support the Alberni Clayoquot Regional District area 'C' OCP policy of developing the West Coast Telegraph Trail connecting Ucluelet to Toquart Bay.



Policy 2.77 Support regional efforts to create a seamless Multi-Use Pathway traversing the west coast, and continue to maintain (through updated servicing agreement) the section of pathway between the Ucluelet municipal boundary and the Pacific Rim National Park Reserve.

OPEN SPACE & GREENBELTS

Significant areas of public land are found on the edges of roads (legally termed areas of “highway” dedication). Some are maintained as more manicured boulevards while many are less formal, containing ditches, natural vegetation and sometimes trails. These spaces provide green space and also important habitat and movement corridors for birds, insects and other wildlife.

Policy 2.78 Minimise driveway cuts and pavement within public highways to the areas necessary for safe pedestrian and vehicle movements and parking.

Policy 2.79 Develop a program for planting street trees in the vicinity of the village centre, with Peninsula Road being a priority.

Policy 2.80 Develop a program and budget for gradually upgrading public access to the ocean (physical or visual) wherever possible, including the undeveloped road ends of Matterson Drive, Alder Street and Norah Street.

Transportation and Movement

By land, Provincial highway #4 connects Ucluelet and the Ucluth Peninsula to the eastern side of Vancouver Island. The Tofino-Ucluelet Airport, located approximately 24km to the northeast within the Pacific Rim National Park Reserve, serves people traveling by private and commercial airplanes.

The Francis Barkley provides marine passenger and cargo ferry service from Port Alberni to Ucluelet Harbour. Canada Customs Service provides customs clearance in the harbour for marine visitors.

People travel to and within Ucluelet predominantly by car. Transportation is a key factor of how residents and visitors experience community life and the landscape.

Transportation is a key policy area from a broader community planning perspective, as the greatest component of the District's greenhouse gas emissions with the best potential for GHG reductions.

The 2011 Transportation Plan concludes that additional vehicle capacity is not required on District roads for the foreseeable future, recommending that capital projects be focused on safety upgrades and strategic improvements to pedestrian and cycling infrastructure.

The eventual extension of Marine Drive to create a parallel collector route will be pursued as development occurs on the former Forest Reserve lands.

Ucluelet's long narrow peninsula has contributed to an accessible walking environment as one can walk to most places in the community in approximately 15 minutes. The relatively

short distances between the Village Square, most retail services, the Community Centre and beaches (within one kilometre of most homes) fosters walking and cycling throughout the community.

Given the unique outdoor setting of this area, walking and cycling will continue to be encouraged and supported, and will be a significant component of future transportation improvements within the District.

Recognising that Ucluelet is a small town with limited financial capacity for capital improvements, construction of new sidewalks and extension of the multi-use pathway will be prioritised with a focus on key functional requirements, such as circulation within the Village Square, and access to schools and the Community Centre with their associated recreation, culture and sports activities.

Our Goals:

- People rely less on fossil-fueled private automobiles
- People enjoy more and safer walking and cycling on an expanded network of active transportation pathways and facilities
- Harbour facilities protect the marine environment while providing even better access and support for both commercial and recreational boat traffic

Objective 2BB Develop a transportation network which enables people to move throughout the community safely, conveniently and beautifully.

Objective 2CC Prioritise transportation infrastructure needs and capital spending to maximise value for local residents, businesses and visitors.

Objective 2DD In order to reduce GHG emissions, encourage active and electric forms of transportation as a viable and routine alternative to the private automobile.

Objective 2EE Develop a network of safe bicycle and pedestrian routes throughout the District;

Objective 2FF Integrate transportation and land use management to help sustain a compact and walkable community.

Objective 2GG Create a safe and efficient transportation system for the movement of people and goods within the District.

GENERAL TRANSPORTATION NETWORK

Policy 2.81 Given that road capacities are sufficient for the foreseeable future, shift attention from roads and road capacity to prioritise pedestrians and cycling.

Policy 2.82 Promote mobility opportunities which minimise greenhouse gas emissions.

Policy 2.83 Within the 5-year Financial Plan, prioritise transportation needs while recognising funding constraints and managing expectations.

Policy 2.84 Incorporate low impact design principles and minimise paved cross-sections in an updated Subdivision and Development Servicing Standards bylaw.

Policy 2.85 When reviewing development applications consider low-impact street standards, which could include narrower travel lanes, parking bays/pull-outs, low design speeds (tighter radii, steeper curves and some sight line restrictions) and heavily landscaped boulevards.

Policy 2.86 Initiate a 30 km/hour speed limit on Peninsula Road and Matterson Drive.

Policy 2.87 Ensure new development improves connections to Peninsula Road and the Pacific Rim Highway as the District's primary corridor, to promote improved local and regional transit service.

Policy 2.88 As the former Forestry Reserve lands develop, extend Marine Drive to the northwest to provide a secondary parallel route along the length of the Peninsula. A connected network and enhanced access for emergency services is a community priority.

Policy 2.89 Acquiring the ability to extend Marine Drive, by dedication of sufficient public highway, is a community priority and may be pursued ahead of the construction or development of adjacent public lands.



NETWORK IMPROVEMENTS - VILLAGE CENTRE

Policy 2.90 Ensure that safe, barrier-free access for all is provided in the design and modification of new streets, sidewalks, and pathways.

Policy 2.91 Partnering with the Ministry of Transportation and Infrastructure where possible, complete a detailed roadway and intersection design for streets in the village core to develop “shovel ready” streetscape segments in preparation for future capital budgeting and grant opportunities.

Policy 2.92 As identified in the Parks and Recreation Master Plan, complete a detailed review and prioritised plan for improvements to the parks, pedestrian walkways and open spaces in the vicinity of the Village Square for consideration in the 5-year financial plan.

Policy 2.93 Include landscaped boulevards, traffic calming measures and continuous pedestrian pathways on Peninsula Road and Main Street.

Policy 2.94 Pursue streetscape improvements on Main Street down to the Government Wharf, i.e. move parked cars away from the existing sidewalk and formalise parking through line painting and signage;

Policy 2.95 Upgrade Peninsula Road in phases in the following sequence:

- Main Street to Bay Street
- Bay Street to Lyche Road
- Lyche Road to Seaplane Base Road
- Seaplane Base Road to Forbes Road
- Main Street to Marine Drive

Policy 2.96 Improve the efficiency, safety and on-street parking opportunities of Peninsula Road in the long term by:

- reducing the number of access points by sharing between adjoining property owners wherever possible
- reducing the width of access points to 6 metres
- removing as many driveway access points to Peninsula Road as practical

Policy 2.97 As development occurs, connect Cedar Road to Lyche Road.

Policy 2.98 Maximise on-street parking through street improvements on Cedar Road, Helen Road and Larch Street.

Policy 2.99 Explore phase 2 improvements to the newly acquired Cedar Road visitor hub to link air, water, and transit services with local transit, taxi, walking, and cycling facilities.



MARINE TRANSPORTATION

Policy 2.100 Support the Harbour Authority in providing improved public access for commercial and recreational use of the Ucluelet Harbour and surrounding marine areas.

Policy 2.101 Encourage the Harbour Authority to continually improve the environmental performance of its operations, and to encourage mariners to respect and protect the marine environment.

Policy 2.102 Improve options for boat trailer parking near the ramp at Seaplane Base Road.

Policy 2.103 Recognise the need for safe and environmentally responsible marine fueling services which support the local economy. Ensure existing marine fuel services are zoned appropriately.

Policy 2.104 Recognise the contribution marine services industries make to the local economy and ensure existing marine service businesses are zoned appropriately.

Policy 2.105 Explore the feasibility of establishing a regular water taxi service between key points on both sides of the Ucluelet Inlet.

Policy 2.106 Explore opportunities to improve public access to the ocean via District-owned lands.

PEOPLE ON FOOT

Our Goals:

The District endorses the following pedestrian charter:

- Ucluelet recognises that walking is a key indicator of a healthy, efficient, socially inclusive and sustainable community
- Ucluelet acknowledges universal rights of people to be able to walk safely and to enjoy high quality public spaces at any time
- Ucluelet strongly supports community design and the provision of adequate infrastructure and facilities that foster safe, convenient, direct and comfortable pedestrian travel
- Ucluelet is committed to reducing physical, social, safety and institutional barriers that limit walking activity

Policy 2.107 Prioritise pedestrian improvements which provide safe routes to the schools and the Ucluelet Community Centre.

Policy 2.108 Update the subdivision and development standards to require construction of appropriate vehicle, pedestrian and bicycle facilities as part of all new development projects.

Policy 2.109 Focus pedestrian and cycling improvements along Peninsula Road, Matterson Drive and Marine Drive, as shown on Schedule B: Transportation Network.

Policy 2.110 Develop a prioritised plan for pedestrian improvements in the Village Square area and links to other parts of the community to maximise the comfort and safety of residents, and so that a safe and legible Walking Tour can be offered to visitors.

PEOPLE ON BICYCLES

Policy 2.111 Work to implement the bicycle route network as shown on Schedule B: Transportation Network

Policy 2.112 Support the development of recreational walkways and/or multi-use trails throughout the municipality, providing links between major park and open space areas. These walkways may be off-road or adjacent to roadways, and generally follow the alignment of the trail system shown on Schedule C.

Policy 2.113 Ensure adequate, secure bicycle parking facilities at major destinations within the District.

Policy 2.114 Support extension of the paved multi-use trail to Tofino, in partnership with the District of Tofino, Parks Canada, the Alberni Clayoquot Regional District, local First Nations and other agencies.

Policy 2.115 Encourage local efforts to expand mountain biking trails, access and mapping in the vicinity of Ucluelet, including lands in the Barkley Community Forest.

PEOPLE ON TRANSIT

Policy 2.116 Identify priority locations for improved bus stop facilities including weather protection.

Policy 2.117 Advocate with BC Transit for service connecting the entire community, spanning the length of the peninsula to the Amphitrite Point lighthouse.

Policy 2.118 Work with other local communities, BC Transit and Tofino Bus Services to establish higher frequency regional transit services including Tofino, the airport, and Port Alberni.

PEOPLE IN AUTOMOBILES

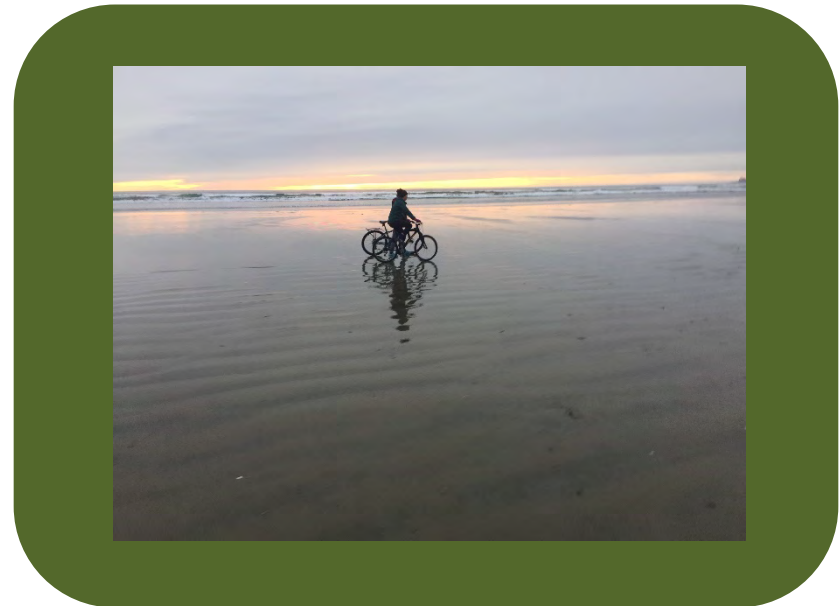
Policy 2.119 Include electric vehicle charging facilities at municipal parking lots, where feasible.

Policy 2.120 Support car-sharing and carpooling within the community, such as the creation of priority parking stalls for pool vehicles and/or facilitating a community carpooling database.

Policy 2.121 Explore overnight visitor parking solutions for people using Ucluelet as a launching point for marine tours.

Policy 2.122 Identify and provide directional signage to appropriate seasonal RV parking locations in the vicinity of the Village Square.

Policy 2.123 Discuss with the School District options for permitting time-limited RV parking at the Elementary and High Schools during the summer months.



PEOPLE MOVING FISH

Policy 2.124 Recognising the value provided by truck delivery and hauling services, aim to ensure safe use of District roads by all road users while enabling appropriate truck access.

Policy 2.125 Explore alternatives to improve truck movements and pedestrian safety in the vicinity of the Village Square.

Policy 2.126 While recognising the need for short-term truck staging on Alder Street to access the active marine industries on Eber Road, work to improve road surface and pedestrian safety in this area.

Policy 2.127 Encourage truck staging and storage on appropriately zoned light industrial lands.



Part Three: People

Community Health, Safety and Wellbeing

Our Goals:

- a thriving community of healthy, active, engaged citizens of all ages
- a resilient and prepared community of neighbours who help one another
- a vibrant cultural scene – inclusive of all cultures and walks of life
- equitable access to a variety of recreation and lifelong learning opportunities

FIRE AND EMERGENCY SERVICES

Fire and Emergency Services supports and maintains a community emergency management system through mitigation, preparedness, response and recovery initiatives for emergencies and disasters.

The Ucluelet Volunteer Fire Brigade has been providing fire protection services for the community for over 70 years. Each year the UVFB responds to an average of 110 callouts for fire, motor vehicle accidents and medical first responder calls.

The Emergency Support Services team is responsible for coordinating efforts to provide shelter, food, clothing, transportation, medical services and reunification services to victims of emergencies and disasters.

Ucluelet and the entire west coast of Vancouver Island are isolated. Road access is via Highway # 4, a difficult road to travel under normal conditions. As a result, the District will consider local responses to emergency situations and not rely on Highway # 4 or Peninsula Road to evacuate the community elsewhere.

A tsunami triggered by a local earthquake could reach Ucluelet within 10 – 15 minutes; therefore emergency personnel will not have sufficient time to warn residents of the impending danger. The District will work to raise awareness of immediate evacuation plans, which should consider evacuation routes to areas of high ground.

The Ucluelet Emergency Network (UEN) utilises a “four pillar” approach of mitigation, preparedness, response and recovery.

The UEN is a multi-jurisdictional committee that consists of representatives from:

- BC Ambulance Service
- Canadian Rangers
- District of Ucluelet
- Emergency Support Services
- Pacific Rim National Park
- Royal Canadian Mounted Police
- Royal Canadian Marine Search and Rescue
- School District 70
- ‘tukwaa?ath (Toquaht Nation)
- Ucluelet Volunteer Fire Brigade
- West Coast Inland Search and Rescue
- Yuułu?if?ath (Ucluelet First Nation)

The areas identified as high ground in Ucluelet are:

- High School and associated fields;
- Tugwell fields;
- Top of Hyphocus island;
- Upper parts of Millstream; and
- High points on Reef Point and Coast Guard Roads.

Objective 3A Support, recognise and celebrate the contributions made by the members of the Ucluelet Volunteer Fire Brigade and other community organizations.

Objective 3B Increase community capacity to respond to emergencies.

Policy 3.1 Complete a community risk assessment and identify current and future needs for emergency services.

Policy 3.2 Analyse future growth potential and infrastructure needs to ensure the community can sustain and afford the necessary emergency and infrastructure services.

Policy 3.3 Provide emergency services facilities, equipment and resources that are adequate and affordable for the size of the local and visitor populations.

Policy 3.4 Identify and prioritise any infrastructure gaps which could affect the ability to respond to emergencies.

Policy 3.5 Explore opportunities for efficiency and funding of a combined new community safety facility (i.e., serving fire, ambulance, police).

Policy 3.6 Work with neighbouring communities to maximise efficiency and capacity for providing appropriate regional

emergency services, by exploring opportunities for shared services and/or servicing agreements.

Policy 3.7 Support the Ucluelet Emergency Network's efforts to continuously improve community training, awareness and preparedness for emergency events.

Policy 3.8 Support regular practice including evacuation drills utilizing the existing road network and facilities within the community.

Policy 3.9 Improve tsunami evacuation route signage for prone areas, directing people to the closest high ground area.

COMMUNITY SAFETY

The municipal Building Inspection, Bylaw Enforcement and Business Licencing functions ensure that land uses, building construction and activities in the community are conducted in ways which are safe, equitable and respectful of potential impacts on neighbours.

These functions, in coordination with the level of service provided by local Fire and Emergency Services, also affect land values and insurance rates within the community.

Objective 3C Ensure all buildings within the municipality meet the minimum health and safety standards set by the BC Building Code to ensure they are safe for their intended use.

Objective 3D Ensure the use of land and buildings within the municipality complies with provincial and municipal standards, in order to lower risks to the community, protect the environment and ensure the safety of first responders.

Objective 3E Ensure land uses and business activities protect the environment, respect neighbours and foster a positive welcoming impression among residents and visitors.

Policy 3.10 Implement a system of appropriate regular fire inspections tailored to building uses, community capacity and level of risk.

Policy 3.11 Provide a thorough and efficient system of building permitting and inspections.

Policy 3.12 Provide an efficient and equitable system of business licensing, and explore opportunities to promote licensed businesses through a local business registry.

Policy 3.13 Foster increased awareness and local knowledge of building and fire safety codes, standards and bylaws through such means as providing permit checklists, application guides and educational opportunities.

Policy 3.14 Develop a municipal bylaw enforcement policy to clearly communicate expectations and priorities for the monitoring and enforcement of bylaws to ensure community health, safety, wellbeing and positive visitor experience.

Policy 3.15 Regularly review municipal policies and bylaws with an aim to minimise regulation to only that which is necessary to achieve community objectives of maintaining health, safety, wellbeing, protection of the environment and reducing situations of conflict and nuisance.



HEALTH AND WELLBEING

Ucluelet residents are served locally by the Tofino General Hospital and the Ucluelet Medical Clinic.

More comprehensive, extended medical care is available in Port Alberni and Nanaimo. A range of massage, chiropractic, physiotherapy and other health-related services are also available in Ucluelet and Tofino.

Health and fitness classes are provided by local private providers and at the Ucluelet Community Centre – all supporting active lifestyles and community health.

Objective 3F Foster improved local health resources serving all citizens, including vulnerable populations.

Objective 3G Provide inclusive and equitable municipal services and recreation programs.

Objective 3H Pursue the five goals from the “pathways to wellbeing” by the Canada Parks and Recreation Association to foster:

- active living
- inclusion and access
- connecting people and nature
- supportive environments
- recreation capacity

Objective 3I provide the best in recreation, tourism and parks services to positively affect the overall health and well-being of the community.

Objective 3J Provide inclusive opportunities for quality recreational services, community events, conferences,

workshops, and gatherings through outstanding programs, facilities and customer service.

Objective 3K Work to make District programs, services and events more accessible, following the recommendations of the Age-Friendly Action Plan.

Policy 3.16 Support efforts to retain and improve local medical facilities, specialist options and improve transportation options to out-of-town medical services.

Policy 3.17 Support the expansion of convenient and affordable transportation options to access medical and other essential services for people of all ages and abilities.

Policy 3.18 Design and improve public facilities and spaces to be inclusive. Make accessible design a priority for major facilities within the walkable core of town (i.e., between the community centre and the Village Square).

Policy 3.19 Continuously look for opportunities to improve access to community buildings and programs.

Policy 3.20 Look for opportunities to improve access to public washroom facilities in strategic locations.

Policy 3.21 Improve the pedestrian environment with a priority emphasis on sidewalks, crosswalks, seating, lighting and visibility in the vicinity of the Village Square and UCC.

Policy 3.22 Develop and maintain all-ages accessible facilities, trails and/or viewpoints in appropriate key locations within the parks and trails network.

Policy 3.23 Explore avenues to better communicate opportunities for all members of the public to participate in civic events, programs, services and discussions.

RECREATION

The District operates the Ucluelet Community Centre (UCC) as the hub of recreation programs, civic engagement, cultural and special events. This gathering place has been developed with the goal of offering something of value to everyone in the community.

The Ucluelet Parks and Recreation Master Plan and Age Friendly Action Plan guide the continual re-evaluation of District facilities and programs, to provide program excellence and high participation by community members and visitors.

Objective 3L Continually evaluate and adjust to meet the needs of the community through recreation programs, Arts and Culture initiatives and event support.

Objective 3M Continue to invest in and present the District's diverse arts and heritage mosaic.

Objective 3N Continue to evaluate trends in facility use, community needs and resources necessary to serve the interests of a diverse population.

Objective 3O Deliver and support excellent services in partnership with aligned organizations, including the School District, non-profit organizations and the private sector.

Objective 3P Ensure that recreation programs, cultural activities and special events remain relevant and responsive to the needs and interest of Ucluelet area residents.

Policy 3.24 Continue to undertake a comprehensive assessment of recreation and cultural programs and special events.

Policy 3.25 Support and celebrate the strong local spirit of volunteerism by fostering connections to volunteer opportunities, and by celebrating and recognizing volunteer contributions.

Policy 3.26 Review the grant-in-aid policy to provide an appropriate level of support to organizations providing services to the community.

Policy 3.27 Continue to use the UCC as the inclusive focal point for delivering universal programs for people of all ages and abilities.

Policy 3.28 Provide space and support for programs provided by other community agencies including:

- West Coast Community Resources Society
- Ucluelet Children's Daycare Centre
- Vancouver Island Regional Library



FOOD SECURITY

Objective 3Q Residents have access to healthy food and opportunities to grow, harvest and buy local food.

Policy 3.29 Encourage and support opportunities for direct seafood sales at appropriate facilities in the Harbour.

Policy 3.30 Support community gardens on appropriate public lands.

Policy 3.31 Encourage opportunities for food production and gathering on appropriate lands in the Barkley Community Forest.

Policy 3.32 Support appropriate wildlife-smart organic waste composting.

Policy 3.33 Support the implementation of the Coastal Addendum to the Alberni Agriculture Plan.

Policy 3.34 Identify, build and maintain food storage and processing facilities which can serve to provide duplicate capacity in case of community emergencies (e.g., food bank, UCC kitchen, schools, etc.).

Policy 3.35 Explore the feasibility of a combined fieldhouse, emergency muster station and foodbank at Tugwell Field.

Policy 3.36 Explore opportunities for teaching food growing, preparation and preserving within educational and recreation programs, including after-school kids' programs.

HERITAGE AND CULTURE

Heritage and Cultural Conservation

The Ucluth Peninsula has been inhabited for thousands of years by the Yuułuꞵiꞵꞵath (Ucluelet First Nation). Many ancient sites and artefacts are scattered throughout the District.

There is a legal and moral obligation to conserve these sites and materials. Archaeological sites are managed under the provincial *Heritage Conservation Act*. This Act provides for the protection and conservation of British Columbia’s archaeological resources. Under the legislation, archaeological sites are protected whether their location is documented or not.

Cultural heritage resources are different than archaeological sites, and are also of significant value. These sites will often lack the physical evidence of human-made artefacts or structures, but will retain cultural significance to one or more living groups of people.

Examples include such things as ritual bathing pools and resource gathering sites. Effective implementation will require a positive working relationship between the Yuułuꞵiꞵꞵath and the District.

The Yuułuꞵiꞵꞵath Government has provided archaeological and cultural potential mapping which highlights areas considered to be of very high archaeological potential (see Map 3); this includes the marine foreshore and all areas 150m inland around the shore of the Ucluth Peninsula, plus old-growth forest ecosystems.

Known affectionately by locals as “Ukee,” Ucluelet’s rich history is commemorated today in place names, local events and built environments. A number of sites are recognised as having heritage value, including:

- St. Aidan on the Hill church site at Main Street and Peninsula Road
- Plank roads and boardwalks that once connected parts of the community (and recalled in signage installed by the Ucluelet and Area Historical Society along portions of the Wild Pacific Trail)
- Japanese community post-war settlement at Spring Cove and other locations
- Seaplane Base Road and Recreation Hall area
- George Fraser property, gardens and farm south of Peninsula Road
- Imperial Lane and the Whiskey Dock

Ucluelet boasts a vibrant artistic community, being home to many artists and cultural events. In addition to showcasing the area’s culture, history and natural wonders, these events provide important social gatherings for residents and draw large numbers of visitors.

Heritage and culture together form a strong part of Ucluelet’s identity and also generate tourism and other economic development opportunities.

Objective 3R To preserve archaeological, historical and cultural features.

Objective 3S To identify areas of the Ucluth Peninsula with major potential for archaeological and cultural sites.

Objective 3T To celebrate the local culture of the Ucluelet community.

Policy 3.37 Develop, in partnership with the Yuułuʔiłʔatḥ Government, a protocol for referral and input on development proposals within the areas of high archaeological and cultural potential identified on Map 4.

Policy 3.38 Develop, in partnership with the Yuułuʔiłʔatḥ Government, a joint Heritage Alteration Permit and protocol / servicing agreement for archaeological and cultural guidance on municipal works and operations within the areas of high archaeological and cultural potential identified on Map 4.

Policy 3.39 Work with the Yuułuʔiłʔatḥ First Nation, the Heritage Conservation Branch and local historians to identify archaeological and cultural sites, features and place names.

Policy 3.40 Work with local historians and the Heritage Conservation Branch to locate, identify and record all significant heritage and cultural features and sites.

Policy 3.41 Development proposals will be reviewed in relation to existing and possible archaeological sites, and where sites are apparent, the owner will be notified of their responsibility for complying with the requirements of the provincial Heritage Conservation Branch.

Policy 3.42 Support the documentation and build awareness of heritage places (natural or cultural), buildings, artefacts and landscapes in the community.

Policy 3.43 Seek First Nations' input on District heritage and cultural matters and events.

Policy 3.44 Invite input from the Yuułuʔiłʔatḥ on the use of traditional names in areas of significance to the indigenous community, and to find opportunities to highlight the Nuu-chah-nulth language where appropriate.

Policy 3.45 Roughly half of the existing street names in Ucluelet are nouns; invite input from the Yuułuʔiłʔatḥ on Nuu-chah-nulth translations of these names, and explore opportunities for a bilingual street sign program.

Policy 3.46 Work with property owners through the Development Permit process to encourage building and site design that reflects Ucluelet's west coast and fishing village heritage.

Policy 3.47 Facilitate the provision of gathering spaces throughout the community, with particular emphasis on the Village Square and the Community Centre.

Policy 3.48 Support the Ucluelet and Area Historical Society in planning for a future museum and/or venues for historical cultural displays and archives.

Policy 3.49 Support heritage preservation and stewardship of District-owned heritage resources.

Policy 3.50 Encourage the preservation of privately-owned heritage properties and consider incentives for heritage conservation, by means such as zoning bonuses through Heritage Revitalisation Agreement.

Policy 3.51 Identify and connect places of historical significance as part of the future Ucluelet walking tour;

Policy 3.52 Support community cultural events that celebrate and build cultural experiences for residents and visitors and foster further understanding and connection to this place.

Policy 3.53 Surfing is good.



Policy 3.54 Artwork illustrating this document was generously provided by local artists Katsumi Kimoto and Marla Thirsk. To seek illustrations for future updates to this plan, the District will issue a broad call for submissions by local citizens and artists to “draw your community”.

Land Use, Housing and Managed Growth

LAND USE CATEGORIES

To put the guiding principles of this OCP into effect, the long-range land use for all areas of the municipality have been designated as shown on Schedule A, “Long-Range Land Use Plan”. Descriptions of each land use designation are summarised below. Note that current land uses and zoning may differ from the long-range designation for any given property. Over time, as properties redevelop the zoning and use of the land should align with the designated uses noted in this plan.

Also note the District may consider requests to down-zone properties to recognize existing non-conforming land uses (brought about by past blanket rezonings), without triggering an amendment of this OCP even if the existing / interim use does not match the long-range uses anticipated on Schedule A.

Commercial

Village Square Commercial

This designation applies to the village square and includes a broad range of mixed uses.

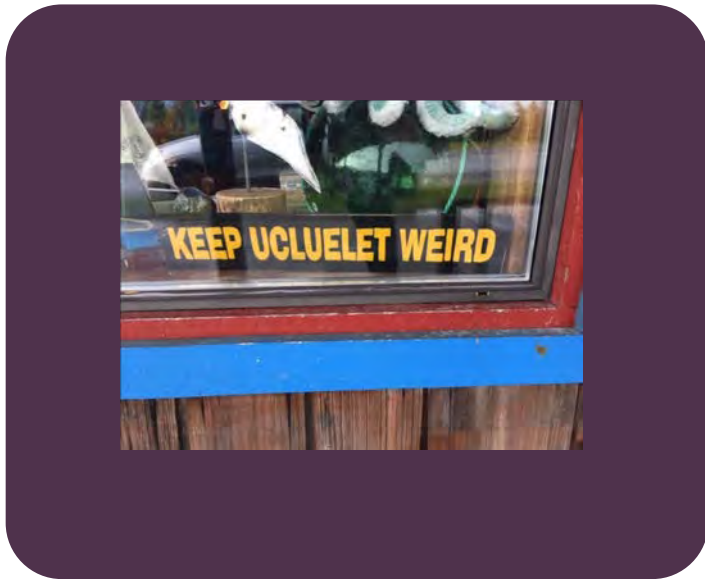
These may include retail uses, offices, restaurants, tourist accommodation, financial, cultural and community services, and

multi-family residential (e.g. apartments and residential units above retail stores).

Compact, high density, mixed-use buildings which respect the existing character of the neighbourhood are encouraged

Service Commercial

This designation generally applies to portions of Peninsula Road between Forbes Road and Bay Street. It includes uses such as motels, restaurants, personal and retail services, service stations and automobile repair.



Tourist Commercial

This designation includes visitor accommodation (e.g. hotels, motels, hostels, guesthouses), marinas and other supporting uses such as kayak and bike rentals.

Long-term residential uses in the vicinity of the centre of town is supported, therefore a mix of residential uses, including

employee housing, may also be included in the zoning of areas designated Tourist Commercial in this location.

Neighbourhood Commercial

This designation applies to individual lots or small commercial nodes providing small-scale commercial services compatible with surrounding land uses and primarily serving lands within convenient walking distance.

Parks and Open Space

This land use designation applies to the District's parks, playgrounds, trail network and green spaces. This includes nature parks, community parks, neighbourhood parks, trails and greenbelts. Lands with this designation may also include a variety of public institutional uses such as the Coast Guard facilities at Amphitrite Point, water towers, the Ucluelet Community Centre, etc., which are compatible with the surrounding public park context.

Note that the Schedule 'A Longe-Range Land Use Plan may indicate Parks and Open Space designation across areas of private land; these generally indicate areas with high habitat values, flood potential and/or potential for pathway connections. This may indicate where there are existing rights-of-way, or where desired open space areas should be considered and could be determined in detail at the time of future development approvals.

Single-Family Residential

This designation includes detached single-family homes and duplexes. Single-family properties may include secondary suites, accessory dwelling units, home occupations and guest accommodation.

Some small-scale multi-family land uses exist within single-family neighbourhoods. Further small-scale development of multi-family uses - which demonstrate how they fit within the neighbourhood context specific to their location - may also be approved within these areas without amendment of this OCP

Multi-Family Residential

This designation includes multi-family residential housing of medium to high-density. This includes row houses, cluster housing, townhouses and apartment buildings.

This designation may also include small-lot single-family subdivision or cluster developments which achieve similar densities.



Industrial

Light Industrial

This designation provides for a variety of light and medium industrial uses, such as food processing and wood-based manufacturing industries, including service commercial and light industrial uses. This designation applies to lands along Forbes Road.

Marine Industrial

This designation applies to the upland side of commercial marine properties and provides for a variety of water-dependent and supportive light and medium industrial uses, such as fish processing and unloading, ice plants, marine repair and manufacturing industries, marine fuel services and other marine light industrial uses.

This designation generally applies to lands with existing marine infrastructure fronting the harbour.

Public Institutional

This designation includes community and institutional uses, such as schools, libraries, recreation areas, health facilities, supportive housing, policing and emergency services, municipal buildings and facilities (e.g. the sewage lagoon on Hyphocus Island) and religious institutions. This category also includes lands supporting public utilities such as electrical and data transmission networks.

Water Areas

Water Lots

This designation applies to all areas of current and anticipated foreshore leases as designated in Schedule A.

Uses are subject to future review but may include docks, moorage of fishing vessels, loading/unloading of marine vessels, fish processing and support industry, tourist and recreation facilities including marinas and boat launches, marine residential, environmental protection, utilities and log storage.

Small Craft Harbour

These foreshore leases are held by the Department of Fisheries and Oceans and are managed by the District. A range of activities are permitted, including private boat moorage and other recreational pursuits, commercial fishing and guiding enterprises.

Marine Conservation

This designation applies to marine areas intended for conservation and transient recreational uses only; expansion of foreshore tenures and long-term vessel moorage are not supported within the Marine Conservation areas.

Village Square and Commercial Core

Village Square

The Ucluelet Village Square area is the heart of the community and Ucluelet's main gathering and shopping destination. It is a compact area comprised of those lands within an approximate five-minute walk (500 metre radius) of Main Street and Peninsula Road.

The Village Square area is oriented toward the waterfront acknowledging the critical role the harbour continues to play in the community's identity and prosperity. Access and views to the water are a community priority.

As the main commercial and mixed-use area of Ucluelet, the Village Square area is a welcoming place for community members and visitors alike.

Other designations also located within the core area of Ucluelet include Institutional, Multi-Family Residential, Residential and Parks and Open Space.

The Village Square designation contains the broadest range of services and land uses in the District. This includes retail, professional offices, health care, administrative, financial, tourist accommodation and supporting uses, cultural and community services and residential.

Marine Industrial uses that require access to the harbour are also permitted in key locations, including the UHS fish plant.

Service commercial uses (e.g. gas stations and other similar uses oriented toward the automobile) are located outside of the Village Square in order to maintain its strong pedestrian focus.

The Village Square provides for multi-family residential options in and around the core. This housing is located in mixed-use buildings and expands the community's affordable housing choices.

The Village Square has the community's highest densities and building forms, yet is designed to respect views and existing character. It is appealing and safe for pedestrians of all ages.

The architectural style and urban design of the Village Square reflects Ucluelet's unique history and coastal context. High quality urban design enhances the public realm and the pedestrian environment. Village Square uses are designed to transition sensitively to adjoining areas.



Village Square Policies:

Policy 3.55 The area bounded by the Harbour, Bay Street, Larch Road and Otter Street is to be designated as the Village Square. This area is also designated as the Village Square Development Permit Area for form and character (see Schedule ‘F’ for form and character DP mapping and Section 6 Implementation for details of the DP designation, applicability and guidelines.)

Policy 3.56 New retail, service and office development shall be concentrated in the Village Square designation to maximise pedestrian access for employees and customers and maintain the vitality of the village core.

Policy 3.57 Tourist accommodation (e.g. boutique hotels) and supporting uses are encouraged (e.g. eating and drinking establishments) to locate in the Village Square designation.

Policy 3.58 The District of Ucluelet continues to recognise the importance of the harbour to the District’s economy by designating employment uses that require access to the water (e.g. fish plant, boat repair) to locate within the Village Square area. Such uses shall be sensitively integrated into the community.

Policy 3.59 Encourage residential growth within the Village Square designation in the form of apartments and residential over commercial to provide for greater housing diversity and affordability.

Policy 3.60 Properties fronting Main Street must be mixed-use, with residential above commercial uses, or standalone commercial; stand-alone multi-family may be permitted within other areas of the Village Square designation. Arrange vehicular

access in a way that gives priority to pedestrian and cyclist comfort and safety.

Policy 3.61 Cultural and institutional uses are permitted within and adjacent to the Village Square designation, to support the mixed-use, cultural heart of the community. This is the preferred location for a District Museum. The acquisition of key properties by the District, or other public agency, may be required to establish more cultural and heritage uses in the Village Square.

Policy 3.62 The District encourages Canada Post to maintain the community post office within the Village Square area.

Policy 3.63 Emphasize the Village Square as the focal point for commercial and socio-economic activity in Ucluelet.

Policy 3.64 Main Street Dock is a key public gathering place in the community. It provides public access to the waterfront that is safe and accessible.

Main Street Dock may be framed by buildings and contain uses that fit within the mixed-use vision of the Village Square (e.g. cultural, recreation, commercial) and provide interest and variety to the area.

Policy 3.65 Enhance and improve public access to the water by encouraging access or viewpoints within all new developments that are adjacent to the water, including those adjacent to water lots.

Policy 3.66 Enhance and improve the network of public open spaces and trails that connect and cross the Village Square. Specific network improvements and elements include:

- enhance existing parks including Municipal Hall Park (e.g. reducing pavement) and Waterfront Park

- retain outdoor open space along Peninsula Road (e.g. existing patio northeast of the intersection of Main Street and Peninsula Road) in order to provide overlook and views to the Harbour
- explore creation or acquisition of new public open space opportunities where feasible (e.g. including the informal green space along Cedar Road on the existing fish plant site)
- require and formalise mid-block pedestrian connections in large block areas (e.g. north side of Peninsula Road, between Bay and Main Streets)
- develop a walking tour that connects the Village Square to the Inner Boat Basin, Imperial Lane and other parts of town, to create a continuous pedestrian link with the Safe Harbour Trail (see Schedule 'C')
- encourage the provision of cycling end-of trip facilities, such as bike parking
- explore options for a connection between Lyche and Cedar Roads. This connection is desirable, and the location can be flexible to accommodate existing uses and future redevelopment of the parcel.

Policy 3.67 Support the operating fish plant and associated industry; consider opportunities such as guided tours through the fish plants, a museum to showcase the industry and sports fishing opportunities;

Policy 3.68 Village Square Pedestrian Walkway Improvements – work to improve the following sidewalk and pathway segments in the following prioritised list:

- stair / ramp at corner of Main Street and Helen Road
- pedestrian walkway on Fraser Lane
- reconstruct municipal hall parking entrance and tot lot

- pedestrian walkway on Helen Road: Main to Matterson
- pedestrian walkway on north side of Peninsula Road: Main to Bay
- pedestrian walkway on Cedar Road: Main to Bay

Commercial

Ucluelet's business community provides a range of commercial facilities and services for the convenience of residents and visitors.

Commercial uses strengthen the municipal tax base, provide employment opportunities and accommodate the twin pillars of Ucluelet's economy; fishing and tourism.

Commercial land uses are also recognised for their contribution to a complete community through the provision of services and shopping close to home.

The broadest mix of commercial uses (including offices and retail stores) is permitted in the Village Square. As the community's main gathering place and with the highest residential densities, the Village Square is the main working and shopping destination in Ucluelet.

Commercial uses are also permitted in other parts of the community. Automobile-oriented uses (e.g. service stations and building supply establishments) are permitted primarily along Peninsula Road in the Service Commercial designation.

Commercial uses oriented toward tourist accommodation are located in Tourist Commercial designations. This hierarchy of commercial designations supports a compact and vibrant Village Square, while accommodating other needed services in the community.

General Commercial Policies:

Policy 3.69 Support a hierarchy of commercial uses that supports the Village Square as the location for most commercial and retail uses, while meeting the full range of residents' and visitors' service and shopping needs.

Policy 3.70 Continue to support the work of the Ucluelet Economic Development Corporation, the Barkley Community Forest, the Ucluelet Chamber of Commerce and Tourism Ucluelet, and the formation of partnerships or joint ventures to diversify the local economy and to generate new sources of sustainable development and employment.

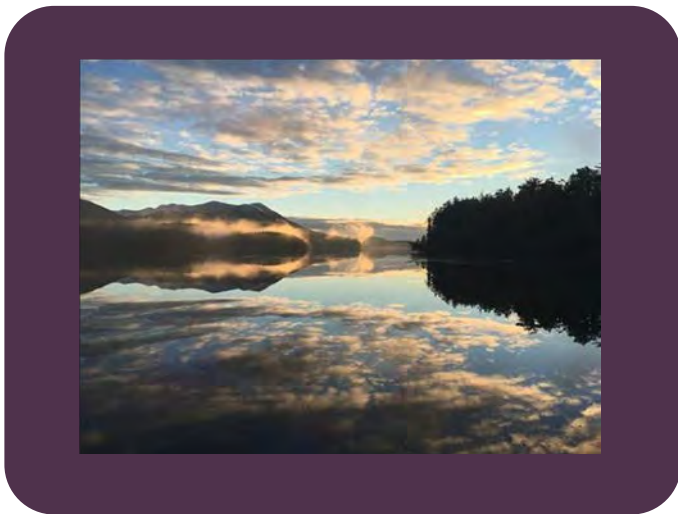
Policy 3.71 Promote and support locally owned small businesses, including those oriented to arts and artisans, home occupation uses, and - where appropriate - bed and breakfasts, vacation rentals and guest houses.

Policy 3.72 Review permitted uses in all commercial zones, including the merits of allowing permanent residential uses in the Tourist Commercial (CS-5) zone in the vicinity of the Village Square and residential units above service commercial uses (CS-2 zone).

Policy 3.73 Connect commercial areas to other parts of the District through multi-use pathways, sidewalks, trails and other transportation routes. Show commercial areas on the proposed walking trail tour that connects the Village Square to the Inner Boat Basin, Imperial Lane and other parts of the District.

Policy 3.74 Support climate action strategies by:

- locating commercial uses within proximity of Peninsula Road, the District’s primary corridor for development. This will promote the early introduction of local transit-service and higher transit frequencies than is possible with lower density development
- situating commercial areas within walking distance of potential future transit routes
- supporting home-based businesses that have minimal impact on neighbouring land uses
- encouraging environment-friendly commercial development, building energy and efficiency upgrades
- encouraging development in a manner that promotes energy efficiency. This may include orienting buildings for maximum solar gain, maximizing glazing, requiring overhangs that protect from summer sun and rain but allow winter sunlight in, and providing landscaping that shades in summer and allows sunlight in during the winter



Service Commercial

Lands designated for Service Commercial uses are generally located along both sides of Peninsula Road between Forbes Road and Bay Street.

Service Commercial Policies:

Policy 3.75 Designate properties along Peninsula Road for service commercial uses to accommodate existing uses as well as future uses that require automobile-oriented access and visibility.

Policy 3.76 Accommodate automobile repair uses in the Service Commercial designation. Consider amending the Zoning Bylaw to permit automobile service uses (e.g. the repair and servicing of automobiles and recreational vehicles,) in the Service Commercial zones (i.e., not within the Village Square).

Policy 3.77 Recognise the strategic location and high visibility of Peninsula Road and implement high quality urban design for service commercial uses in the area, as set out in the Peninsula Road DP Area guidelines.

Policy 3.78 Work with the Ministry of Transportation and Infrastructure to enhance landscaping along Peninsula Road through the development process, allocation of capital funds and other mechanisms (e.g. DCCs and grants).

Policy 3.79 Work with property owners to increase the supply of visitor parking in commercial areas along Peninsula Road, while minimizing the number and width of curb cuts crossing the pedestrian and bike paths.

Tourist Commercial

Ucluelet’s appeal as a tourist destination for all ages is based largely on the wide range of recreation opportunities available in the community. These include hiking the Wild Pacific Trail, sea kayaking, boating, fishing, surfing and cycling.

The town serves as a gateway to Pacific Rim National Park Reserve, Clayoquot Sound, Barkley Sound and the Broken Group Islands. Visitors are able to enjoy Ucluelet’s small town charm, working harbour, parks, trails and other recreational and cultural amenities.

The Tourist Commercial designation focuses primarily on providing for visitors’ accommodation, together with marinas and other supporting uses, creating areas distinct from residential neighbourhoods.

Tourist Commercial Policies:

Policy 3.80 Concentrate large scale tourist commercial developments within the following general areas:

- Reef Point Area
- Inner Boat Basin
- Former Forest Reserve Lands

Policy 3.81 Encourage accommodation types that may not be provided for in other areas in order to enhance visitor options and strategically manage supply (e.g. boutique hotels are encouraged in the Village Square designation, while vacation rentals, hotel/spas are permitted in the Tourist Commercial designation.).

Policy 3.82 Allow limited and accessory commercial uses (e.g. kayak rental) within the Tourist Commercial designation in order to support a wider range of commercial uses within a compact

and complete Village Square. Limited restaurant uses are appropriate in the Inner Boat Basin area. Visitors are encouraged to access offices and retail uses in the Village Square. Transportation options to the Village Square will include pedestrian and cycling infrastructure.

Policy 3.83 Encourage the redevelopment of properties fronting onto Ucluelet Inlet ensuring:

- the provision of public access to the waterfront
- a continuous waterfront walkway connecting the Inner Boat Basin to the Village Square
- high quality architectural design reflecting the fishing village heritage of Ucluelet
- the identification, protection and enhancement of view corridors
- the inclusion of natural landscaping

Policy 3.84 Encourage development forms that maximise tree retention for undeveloped sites.



Industrial

Ucluelet has developed as a working community, supported by a strong fishing industry. Fishing and other industrial activities needing access to the waterfront continue to be important directions for the future. While forestry perhaps played a more prominent role in the past, its contribution to the local economy is ongoing and anticipated to grow with the potential for wood-based value-added enterprises.

Industrial land use, both water and land-based, provide a solid foundation for the community's economic livelihood. Industrial land use enhances the economic viability of Ucluelet through the diversification of the local economy and the provision of employment opportunities. Industrial land provides space for the supply, storage, distribution and repair functions which support other "front line" enterprises.

Local industrial land can also support the District's policies and actions to reduce greenhouse gas (GHG) emissions and respond to climate change. This is achieved through the promotion of innovative and clean industrial uses that are appropriately located and designed to maximise energy efficiency. Securing an adequate supply of local industrial land also reduces travel to access service and supply industries.

The Industrial Designation encompasses two main areas – lands at Seaplane Base Road and lands along Forbes Road. These two areas are expected to meet the industrial land needs of the District for the medium to long term. Uses within the industrial designation are designed to provide a neighbourly transition to adjoining non-industrial areas.



Industrial Policies:

Policy 3.85 Support the protection of the District’s industrial land base as a vital community and economic asset that can be used to create significant local employment, property taxes and other benefits to Ucluelet.

Policy 3.86 Encourage industrial uses that will achieve higher employment and land use densities.

Policy 3.87 Guide industrial development off Peninsula Road and into the Forbes Road and Seaplane Base Road areas.

Policy 3.88 Industrial land uses must be compatible with adjoining land uses (e.g. industrial / tourist commercial / residential); use the rezoning process (e.g. siting, layout) to minimise conflicts.

Policy 3.89 Give priority to industrial uses at the Seaplane Base Road area that require water access in areas with sufficient navigational depth (e.g. north side in proximity of existing water lots).

Policy 3.90 Protect and enhance the sensitive ecosystem associated with the waters on the west side of the Seaplane Base road industrial area by maintaining a naturalised shoreline.

Given the site’s unique water access, proximity to industrial and tourist commercial areas, a comprehensive plan of development will be required at the time of redevelopment. Public access to the water will be provided in a manner that is commensurate with the permitted land uses.

Policy 3.91 Create an employment-intensive area in the Forbes Road industrial area, while acknowledging the existing mixed-use nature of the area. Review the range of uses permitted in the

CD-1 (“Eco-Industrial Park”) Zone. Residential uses (e.g., employee housing) should only be considered on upper storeys above appropriate light industrial space. Explore the inclusion of live/work light industrial uses within this area.

Policy 3.92 Continue to recognise the importance of the harbour to the Ucluelet’s economy by allowing industrial uses that require access to the water to locate within other appropriate designations (e.g. Village Square, Water Lot and the Small Craft Harbour).

Policy 3.93 Support the creation of more detailed plan for Ucluelet’s Harbour, focusing on lands in the vicinity of the Village Square, existing water lots, and appropriate locations for water-based industrial uses.

Policy 3.94 Enhance and improve public access to the water in industrial areas while recognising that the safety and operational needs of industrial businesses are not to be compromised.

Policy 3.95 Support the fish plant and supporting industry located within the Village Square designation.

Policy 3.96 Support the long-term presence of the ice plants and marine service industries located on Eber Road. Recognising the surrounding residential neighbourhood context, continue to mitigate conflicts in this area.

Policy 3.97 Support the expansion of the District’s industrial land base, where appropriate, in a manner that is sensitive to adjoining land uses and helps to achieve other District objectives.

Policy 3.98 Work in partnership with the Ucluelet Economic Development Corporation (UEDC), the Barkley Community Forest and the Ucluelet Chamber of Commerce to form partnerships or joint ventures to diversify the local economy and to generate new sources of sustainable development and employment.

Policy 3.99 Continue to support the Village Square as the location for most commercial and retail uses. Review accessory retail and office use provisions in industrial zones.

Policy 3.100 Connect industrial areas to other parts of the District through multi-use pathways, sidewalks, trails and other transportation routes. Show industrial areas on the proposed walking trail tour that connects the Village Square to the Inner Boat Basin, Imperial Lane and other parts of town.

Policy 3.101 Encourage the provision of cycling end-of trip facilities, such as bike parking, in industrial areas.

Policy 3.102 Provide a safe pedestrian environment to and from industrial areas and support ability of employees to walk to work while avoiding conflicts from trucks and vehicles, for instance, by providing separated sidewalks.

Policy 3.103 Minimise detrimental effects of industrial development on the natural environment and surrounding areas. Encourage water conservation, re-use of building materials and waste products, reduced energy consumption, alternate energy sources and high air quality and water treatment standards.

Policy 3.104 Strive for a high quality of site and building design in industrial areas. This may include extensive landscaping and visual buffers between industrial and non-industrial uses. Explore

the designation of properties fronting Forbes Road as a development permit area to improve the streetscape over time.

Policy 3.105 Support climate action strategies by providing infrastructure to support electric vehicle charging and encouraging the reduction of vehicle trips.

Policy 3.106 Encourage the provision of employee amenities within industrial developments that support a healthy working environment. This may include accessory retail uses (e.g. restaurants, cafes, pharmacy), places to sit, rest or eat, exercise facilities and connections to multi-use pathways, sidewalks or trails.

Policy 3.107 Accommodate automobile repair uses in the industrial designation; consider amending the Zoning Bylaw to permit automobile service uses (e.g. the repair and servicing of automobiles and recreational vehicles,) in the light industrial zones.

Policy 3.108 There are no significant gravel deposits within the boundaries of the District of Ucluelet, and no foreseen quarry or gravel extraction operations. Significant gravel resources are available within the region, however, including in the adjacent Area C of the ACRD.

Institutional

Community and institutional uses in Ucluelet include schools, libraries, recreation areas, health facilities, policing and emergency services, municipal buildings, public utilities and religious institutions.

These places meet many needs: educational, health, spiritual, and safety. They contribute to the wellbeing of the community and to a sense of permanence and stability.

The heart of Ucluelet’s civic life is located within the Village Square. This area contains the District Hall and Waterfront Park, George Fraser Memorial Park and the Main Street Dock.

A second cluster of institutional uses is located approximately 1.5 kilometres away along Matterson Drive. This cluster includes Ucluelet Elementary and Senior Secondary Schools, the BMX Bike Track and school playgrounds, the Ucluelet Community Centre, including a branch of the Vancouver Island Regional Library and the adjoining skateboard park and basketball court.

The District recognises that providing cultural and recreation facilities within close proximity to each other is essential to creating a complete community and cultivating a dynamic relationship between the different facilities.

Connections between the two institutional nodes are facilitated by transportation and infrastructure improvements along Main Street, Peninsula Road and Matterson Drive. Walking and cycling between the two areas is encouraged.

Other institutional uses with the community include:

- Recreation Hall on Seaplane Base Road
- Sewage treatment facility on Hyphocus Island
- Forest Glen Seniors Housing (St. Jacques Boulevard)
- Ucluelet Volunteer Fire Brigade;
- Food Bank on the Edge
- Canada Post community post office
- Army Navy & Air Force Club (Peninsula Road)
- RCMP detachment
- Telus and Hydro facilities
- Water and waste water facilities (reservoirs, pump stations)
- School District 70 (Pacific Rim) facilities

At the time of writing, the Ucluelet Elementary School is receiving significant seismic upgrades and renovations - including new day care facilities - and a new Ucluelet Secondary School is under construction. The school is designed to accommodate future expansion if necessary. These new and upgraded facilities will serve the needs of the west coast for the foreseeable future.



Institutional Policies

Policy 3.109 Support improvements to the Village Square that increase its attractiveness and enhance its accessibility, usefulness, and security as a venue for public uses and events.

Improvements may include signage, planting of trees, provision of street furniture, adding pedestrian and building lighting, public art, and other aesthetic and functional items that make the Village Square more desirable to pedestrians.

Policy 3.110 Facilitate improvements, which include sidewalks and multi-use pathways to Main Street, Peninsula Road and Matterson Drive to encourage walking and cycling between key community public spaces.

Policy 3.111 Maintain a close, collaborative relationship with School District 70 to maximise the use of school facilities and services for the benefit of the community and to facilitate current and anticipated school needs.

Policy 3.112 Encourage any future rebuilding of the schools to be oriented toward Matterson Drive to emphasize the importance of this intersection, the proximity to the Village Square and the connecting function that Matterson Drive plays (e.g. connecting Village Square to key community locations (community centre, Big Beach)).

Policy 3.113 Recognise and support the role of schools as neighbourhood focal points and social centres.

Policy 3.114 Encourage Canada Post to maintain a location for the community post office within the Village Square area.

Policy 3.115 a number of federally-owned employee housing lots are now designated *Institutional* on the Schedule A Long-Range

Land Use Plan. Create a new institutional Community Residential zoning designation for these properties, clarifying the community expectation for their future conversion to a possible variety of community care, shelter, supportive and/or affordable housing uses.

Marine

Small Craft Harbour/ Marine

The jurisdictional boundary for the District of Ucluelet extends approximately 200 metres (ten surveyor's chains, or 660 feet) into the Pacific Ocean surrounding the Ucluth peninsula, as shown on Schedule A. It is the intent of the District to regulate uses contained within the water areas to the full extent of its jurisdiction.

The Harbour (Ucluelet Inlet) has historically and continues to play an important role in the life and well being of residents in the District.

Currently a range of activities occur, such as fishing (commercial and sport), private boat moorage, guides and outfitters and other recreational pursuits, including launching points for excursions on the water along the West Coast, particularly the Broken Group of Islands.

A number of leases of provincial Crown foreshore have been created over the years. To date, the development of these water lots has not been regulated by the municipality through tools such as Development Permit designations.

The calm waters in this natural inlet have provided refuge for mariners for a long period of time.

The harbour has potential to maintain and promote what makes Ucluelet a great place – a place that services the fishing and sport fishing industries, the tourist industry, inspires artists and photographers and supports daily recreational enjoyment by many within the community.

The harbour is an asset worth protecting for the future economic prosperity and livability in the District.



The water areas of Ucluelet are generally designated as either:

- Small Craft Harbour (three public water lots)
- Water Lot (primarily privately-held foreshore leases)
- Marine Conservation (remaining water areas not in registered water lots)

In addition to these three designations, several water lots are designated in conjunction with the adjacent land-based designation (e.g. Village Square or Residential).

Each registered water lot is inextricably linked to various adjacent land uses; hence the relationship between land and water requires careful consideration, which could include parking needs, water and sewer servicing and visual impacts.

Following the guiding principles of this OCP, the District has designated environmentally sensitive areas and shoreline habitat as environmental Development Permit areas. See Schedule E for DP area mapping and Part 6 Implementation for DP guidelines.

General Policies:

Policy 3.116 Adopt new zoning designations for water areas to define permitted uses, servicing and parking requirements, etc.

Policy 3.117 Prohibit the following uses in the Water Lot, Small Craft Harbour and Marine Conservation designations:

- Commercial aquaculture
- Boat, vessel or aircraft storage
- Landfills

Policy 3.118 Identify environmentally sensitive areas and protect marine ecosystems by establishing marine shoreline Development Permit areas: see Development Permit Area - Schedule E.

Policy 3.119 Support marine ecology and marine education facilities within the Harbour.

Policy 3.120 Consider enhancing public access to the District-leased water lot at the foot of Alder Street, including facilities for launching canoes and kayaks.

Policy 3.121 Support transient boat moorage provided adequate sanitation facilities are located nearby.

Policy 3.122 Require all water lot uses to properly treat and dispose sanitary sewer waste and connect into the District's sewer collection system and access District potable water.

Policy 3.123 Develop guidelines for marina and marine-based commercial DP areas, including requirements for publicly-accessible vessel sewage pump-out facilities in all marina operations.

Policy 3.124 Explore new means of generating revenue to fund Harbour infrastructure.

Small Craft Harbours

The Small Craft Harbour is owned by the Department of Fisheries and Oceans, and it is managed by the District. The Small Craft Harbour manages three water lots. These are:

- Lot 2084, known as the inner harbour
- Lot 1977, known as the outer harbour
- Lot 1877, known as 52 steps

Small Craft Harbour Policies:

Policy 3.125 Ensure the continued viability of the Small Craft Harbour in Ucluelet through sound management practices;

Policy 3.126 Consider changes to the size and configuration of the Small Craft Harbour; giving priority to water lots near existing and proposed industrial areas (e.g. Lot 610 near foot of Seaplane Base Road);

Policy 3.127 Encourage water-based industrial uses to locate in the vicinity of Seaplane Base Road.

Water Lot Policies:

Policy 3.128 A comprehensive review of all existing water lots and the appropriate location of potential marine uses will be carried out by the District. Possible uses include:

- docks and moorage of fishing vessels
- loading and unloading of marine vessels
- fish processing and support industry
- tourist and recreation facilities, including marinas and boat launches
- float homes
- live-aboards and houseboats

- pier residential housing
- environmental protection
- passive recreation and opportunities to view and experience the harbour from key locations on land
- utilities
- log storage

Policy 3.129 The Main Street Dock (Lot 1689), the Whiskey Dock, is considered appropriate for specific marine uses, such as net mending, specialty catch off-loading, Francis Barkley passengers and ferrying, fish markets, and arts, entertainment and tourist functions.



Generally vessel off-loading and other heavy industrial uses are not encouraged at Main Street Dock. Other existing public and private wharfs within the harbour may be more suitable for such activities.



Marine Conservation

All water areas located between the shoreline and the District boundaries, excluding areas designated as water lots, are designated as “Marine Conservation”.

Marine Conservation Policies:

Policy 3.130 Invite regional partners to participate in developing a comprehensive “Healthy Inlet / Safe Harbour” management plan for the Ucluelet Inlet, including:

- habitat sensitivity, protection and enhancement;
- co-ordinated approach to cleanup and avoiding future contamination (sewage, plastics, derelict vessels, etc.);
- coordinated policy for liveaboard moorage and sewage disposal;
- overview of type, amount and location of landing and moorage facilities.

Residential

The Official Community Plan provides a framework to meet the diverse housing needs of residents in Ucluelet.

Residential land use is permitted in the Village Square, Multi-Family and Residential designations. Each land use designation varies in the range and density of permitted housing types.

Generally, the highest density uses (apartments and residential units above retail stores) are found in the Village Square, with medium density forms (townhouses) on the edge of the core area and single family uses located beyond a 400-metre walk of the Village Square.

The 2016 Census counted a resident population of 1,717 people in Ucluelet, and a total of 735 occupied private dwellings. This represents 1.36% annual population growth, or 23 new residents per year, over the past decade; this could be considered strong, positive growth. Over the same period, visitor growth and non-resident home ownership has also expanded considerably.

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 few years the District has actively monitored and enforced its bylaws on short-term vacation rentals. At the time of writing, approximately 300 vacation 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.

Affordable Housing is defined as:

housing costing 30% or less of annual household income suitable for households of low and moderate income, equal to 80% or less than the median household income in the District of Ucluelet, as reported by Statistics Canada and as defined by Canada Mortgage Housing Corporation, CMHC.

Affordable Housing

Ucluelet attracts a large number of visitors yearly given its spectacular scenery and opportunities for recreation, including hiking, cycling, whale watching, kayaking, winter storm watching, surfing and fishing. As a popular tourist destination, the District strives to ensure that adequate housing is available for residents, visitors, and seasonal employees alike.

Ucluelet's challenges with a lack of affordable housing began to escalate in 2001 as tourism activity increased. The affordable housing issue in Ucluelet also has ramifications on other growing industries and the changing needs of the community.

Other industries are growing in Ucluelet and struggle to house a local work force. Youth looking to leave home are forced to leave the community because of escalating housing costs. Seniors

looking to downsize their accommodation needs are faced with a shortage of housing supply and increased prices.

Ucluelet also houses many residents who work in the neighbouring tourism destination of Tofino. This puts added strain on the existing supply of affordable housing.

Approximately 9% of Ucluelet residents identify as Indigenous (2016 census). This includes both homeowners and renters. There are a handful of housing units owned by the Yuułuʔiłʔatḥ Government in town, as well as homes owned and operated by non-profit housing providers.

A combination of strategies that includes smaller lots, secondary suites, detached accessory dwelling units (e.g. cottages), seasonal employee housing, inclusionary zoning, and residential mixed-use development can positively contribute to the broadening of housing choices and affordability within the District of Ucluelet, as well as providing for rental housing and a greater variety of options for seniors.

In April of 2018, the provincial government introduced two new pieces of legislation affecting how local governments address housing issues.

Part 14 Division 22 of the *Local Government Act* now requires local governments to commission a housing needs assessment, and update the report every 5 years. It is expected that a completed assessment report will be a pre-requisite to provincial grant funding for affordable housing projects.

Section 481.1 of the *Local Government Act* now enables local governments to designate properties in their zoning bylaws exclusively for rental housing.

In response to the current housing situation, to better understand the dynamics of the housing market and supply in Ucluelet, and to enable the municipality to be proactive on balancing the community housing needs as new development occurs, the District has adopted the following short-term housing action plan.

Policy 3.131 Short-term Housing Action Plan:

- A. continue the program to actively monitor and enforce short-term rentals
- B. commission a community Housing Needs Assessment report
- C. identify and explore the feasibility of creating temporary seasonal employee housing on at least one municipally-owned property
- D. look for opportunities to update 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
- E. amend the zoning bylaw to 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
- F. amend the zoning bylaw to remove standalone short-term rental of single-family homes from the VR-2 zoning designation (completed 2019)
- G. explore zoning opportunities for infill of compact, more affordable units in existing and new neighbourhoods (e.g., small lots, rental cottages, etc.)
- H. a number of federally-owned employee housing lots are now designated *Institutional* on the Schedule A Long-Range Land Use Plan; create a new institutional Community Residential zoning designation for these properties, clarifying the community expectation for their continued use as employee housing or future conversion to a possible variety of

community care, shelter, supportive and/or affordable housing uses;

- I. explore the use of the new rental zoning powers proposed in Bill 23
- J. explore the use of Development Cost Charges for affordable housing
- K. develop a municipal Affordable Housing Strategy – identifying the best focus of municipal resources when addressing housing issues
- L. develop a District land and development strategy and explore the options for an ongoing affordable housing program

It is expected that these actions will be revisited following completion of a community Housing Needs Assessment in 2021, which may result in amendment of this OCP.



Affordable Housing Policies:

Policy 3.132 Increase the number of affordable housing units in Ucluelet by encouraging mixed land uses in the Village Square,

seniors' housing, small-lot single family housing, detached accessory dwelling units (cottages) and secondary suites.

Policy 3.133 Support development of multi-family housing above retail in the Village Square to encourage a mixed-use core in the District.

Policy 3.134 Ensure larger developments are required to provide affordable housing as a portion of each development phase. Completion of the Land Use Demand Study (underway) and Housing Needs Assessment (2021) should provide guidance for the District to adopt targets for percentages of affordable housing in new developments.

Policy 3.135 Permit secondary suites in single-family dwellings with sufficient off-street parking.

Policy 3.136 Encourage the retention and development of mobile/manufactured home parks with high quality site design, screening and landscaping.

Policy 3.137 Encourage alternative housing options, including small lot subdivisions.

Policy 3.138 Zone land using low to moderate densities and use density bonusing to secure affordable housing in any larger development.

Policy 3.139 Continue using inclusionary zoning regulations that require affordable housing in new multi-family developments.

Policy 3.140 Encourage land use and building design which results in liveable but smaller, more affordable housing units.

Policy 3.141 Continue to encourage developers to provide 15% to 20% staff housing for employees needed to staff new developments in tourist commercial developments.

Policy 3.142 Encourage private, non-profit and co-operatively run housing units.

Policy 3.143 Rezoning applications involving more than five dwelling units shall provide a statement describing the affordable housing components achieved by the proposal.

Policy 3.144 The District does not support strata conversion of previously-occupied rental housing units.

Policy 3.145 Include Indigenous housing needs in the development of a community Affordable Housing Needs Assessment.

Policy 3.146 Work with regional First Nations and housing providers to identify where opportunities may exist to support and/or partner on meeting all community housing needs.

Residential – Multi Family

Smaller units in higher density, multi family areas are an important component of the District’s affordable housing strategy.

Residential uses within and in close proximity to the Village Square help create a more vibrant and compact community where residents can walk to services and amenities.

Multi Family Residential Policies:

Policy 3.147 Encourage the development of multi-family residential units within an approximate five-minute walk of the Village Square;

Policy 3.148 Encourage residential development above or below the first floor in the Village Square and the Service Commercial Area;

Policy 3.149 Encourage higher density forms of multi-family development to locate along main roads, including Matterson Drive and Peninsula Road;

Policy 3.150 Explore the use of coach houses and forms of low-to medium density multi-family housing that address both street frontages in the area south of Peninsula Road, between Yew Street and Matterson Drive; and

Policy 3.151 Encourage the provision of underground or concealed parking and affordable housing units.

Residential – Single Family

The majority of housing in the District of Ucluelet is made up of detached single-family homes.

Single Family Residential Policies

Policy 3.152 Continue to acknowledge the role that single-family housing plays in terms of appeal and lifestyle choice and encourage sensitive intensification (e.g. smaller lots, secondary suites, coach houses,) where appropriate.

Policy 3.153 Retain the area along Imperial Lane as single family and encourage the character of the existing buildings to be retained during any re-development.

Policy 3.154 Designate those portions of District Lots 281 and 282 that have been developed as low density, single family as Residential, while acknowledging that the existing zoning in these areas permits a broad range of land uses.

Policy 3.155 Designate Hyphocus Island as low density rural reserve, until such time as a comprehensive proposal is received identifying cluster residential development with significant tree retention, preservation of the island in its natural state and dedication of lands for public access, including the high ground and a perimeter waterfront trail.

This area is not intended for private marina or significant commercial, tourist commercial or resort development. Some light industrial uses may be introduced as a compatible transition between the sewage lagoons and residential areas.

Policy 3.156 Encourage residential development adjacent to Spring Cove (e.g. former BC Packers site) in ways that maximise preservation of environmental and cultural values, fit with the natural setting and extend public access through the Safe Harbour Trail along the shoreline.

Residential – General

General Housing Policies

Policy 3.157 Explore early adoption of more energy-efficient building construction through the step code and seek industry input into the impact of implementing such requirements in this remote market.

Policy 3.158 Explore density bonuses for incorporating energy efficiency in existing and new buildings.

Policy 3.159 Cluster residential units to preserve natural areas where possible.

Policy 3.160 Advocate for the development of adaptable housing standards within the BC Building Code and guidelines for future development.



Future Comprehensive Planning Areas

Areas on Schedule A indicated as Future Comprehensive Planning areas applies to larger lots with development potential, where it is anticipated that future rezoning, and potentially subdivision, will occur prior to development. The land uses shown within these areas indicate the general pattern of expected land use, but final location and density of uses will be subject to the future approval processes and detailed analysis of these sites.

Former Forest Reserve Lands

The Former Forest Reserve Lands cover the largest of Ucluelet's undeveloped areas. Special conditions of this vast landscape include some of the district's richest forested habitat and the potential for spectacular residential and commercial development. Covering roughly half of Ucluelet's entire land base, the area is largely unexploited by development. Objectives of this OCP include protecting the natural qualities that make this place so special. Protecting the most sensitive and rich features of this area, and following the built form, character and material guidelines outlined in this plan, the Former Forest Reserve Lands will successfully add to the character of Ucluelet.

The coastal environment within this area is characterized by rocky bluffs and headlands along the exposed western shoreline, while a gentler rocky coast - along with sensitive marine wetlands, predominates along the protected eastern shoreline of Ucluelet inlet. This rugged and wild coast, along with the extensive forest that carpets the rolling and often steep terrain contribute immeasurably to the character of the site. There is therefore a demonstrated need to ensure that development

within this area should be protected from hazardous conditions and makes adequate provision for fitting itself harmoniously into the existing natural environment while maintaining a balance between the need for such protection and development of this land. The area contains archaeological and cultural uses and resources which must be understood and considered with any development plan. Preserving as much of the natural shoreline condition as possible, as well as the forest and its underlying shrub layer is critical in maintaining these values. All development should extend the Wild Pacific Trail and Safe Harbour Trail, and the network of connecting corridors, that make their way through the area.



In addition to development being sensitive to significant natural features worthy of protection, this area is designated for a mix of uses which will require a high standard of design cohesion to reflect the natural heritage of the area.

Master Development Agreements were established to guide the development of the former forest reserve lands. Signed in 2005

and 2006, these agreements committed the owners to additional information requirements including native vegetation management plans, full environmental impact assessments and archaeological assessments. Development subsequently stalled and in the intervening years it has become clear that a different approach may be necessary to enable development of these sites while retaining the initial vision of promoting the natural attributes and culture of the community, attracting investment, tourism and employment opportunities while demonstrating responsible stewardship of the natural environment.

Land uses on the former forest reserve lands was anticipated to include:

- single family with a range of lot sizes
- multi-family residential and commercial resort condominiums
- vacation rentals and Guest House lots
- affordable housing
- hotel/spa, motel and staff housing units
- golf course/clubhouse and marina
- limited commercial facilities restricted to servicing the tourist sector
- parks and natural space
- Wild Pacific Trail

The golf course use is no longer considered a viable component of the plan but a mix of the other uses is indicated on Schedule A.

The Wild Pacific Trail is a crucial, integral component of the former forest reserve land areas. Amendments to each Master Development Agreement may be considered without amendment of the OCP provided the Wild Pacific Trail is not compromised.

The District may also reconsider the Master Development Agreement (MDA) approach and revert zoning to a low-density Rural designation without amendment of the OCP. Future development could then proceed on application for new zoning based on the policies in this section and OCP, and the land uses generally indicated on Schedule A.

Specific policies for the lands included within the Future Comprehensive Planning areas are noted below:

Policy 3.161 Future development proposals may be considered under phased development agreements per section 516 of the *Local Government Act*.

Policy 3.162 Clear-cutting tracts of land greater than 0.5 hectare is prohibited; habitat protection and tree retention is to guide and form the character of the development.

Policy 3.163 A 30-metre wide tree buffer with no development must be provided along both sides of the Pacific Rim Highway;

Policy 3.164 The layout of the proposed extension of Marine Drive which runs parallel to the Pacific Rim Highway must respond to the natural conditions and topography of the land. Adequate vegetative buffering along the frontage of the road should also be retained to provide an attractive entrance into the community. A tree preservation plan should be a major priority to preserve this spectacular natural environment.

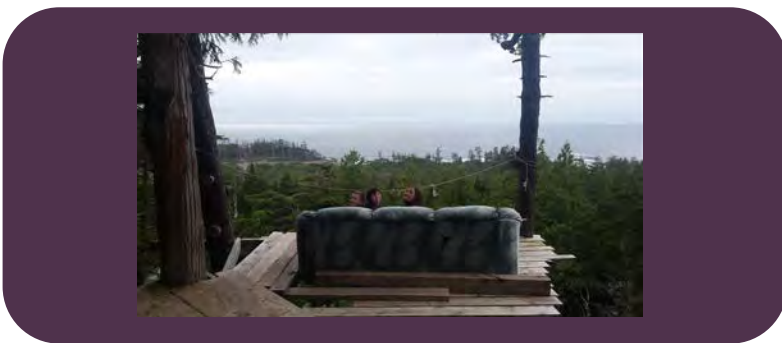
Policy 3.165 Low-impact design principles should prevail. This may include limited areas of impermeability, open drainage, high retention and replacement of natural vegetation, ecological landscaping, slow traffic speeds and comfortable, auto-tolerant streets, pedestrian and cyclist connectivity, end-of-trip facilities (e.g. bike lockers, showers), site and lot grading which follows existing topography, environmental protection and enhancement, wide natural buffers and retention of significant natural features.

Policy 3.166 The Wild Pacific Trail is predominantly a waterfront, natural pathway. Future subdivision must include sufficient highway dedication to allow for the continuity of the trail and vegetated buffer.

The minimum width of the Wild Pacific Trail corridor should be 10 metres, with an average width of at least 15 metres.

Access to the Wild Pacific Trail should be provided at intervals not exceeding 400 metres. Small parking areas should be provided at trail heads.

Policy 3.167 Gates, guard houses, and other means of restricting public access are not permitted.



Policy 3.168 Additional parkland, open space, trails and affordable and staff housing are some of the features and amenities that may be secured through agreement, bylaw or other mechanisms.

General Future Comprehensive Planning Area Policies

Policy 3.169 Public access to the water in all areas is supported, encouraged and intended to be secured including through agreement and dedication.

Policy 3.170 The area on Seaplane Base Road, surrounding the Recreation Hall, is designated for Future Comprehensive Planning and identified as a potential Industrial expansion area. Industrial uses that need water access will be considered for this area.

Policy 3.171 The area on Minato Road north of Peninsula Road is designated for Future Comprehensive Planning. This area is envisioned as a residential community with potential for guest accommodation, with significant tree retention. The shoreline and marine wetlands of Olsen Bay is recognised as having important ecosystem values. No development should approach within 30m of the high water mark of Olsen Bay. A greenbelt should be maintained along stream corridors and the shoreline.

Policy 3.172 All development proposals are to address and include measures that mitigate or manage the human-wildlife interface.

Policy 3.173 Developers are to retain an arborist to examine and assess the impact of development and any land clearing on tree/forest cover during subdivision development with the

intention to retain and protect as many healthy trees or pockets of forest cover as possible.



Policy 3.174 Hyphocus Island is currently zoned as Rural Reserve. The zoning of these lands should allow for limited residential development. This reflects the desired future use as primarily clustered residential pattern with substantial tree retention and significant public open space and institutional (i.e., sewage treatment) uses. This area is not intended for private marina or significant tourist commercial or resort development. Compatible light industrial uses may be considered adjacent to the sewage treatment plant. The community may consider re-designation on advancement of a comprehensive plan that addresses the policies and guidelines of this OCP. The high point of the island should be considered for its potential for emergency evacuation (e.g., in conjunction with a future park or open space at the summit of the island);

Policy 3.175 Francis Island is recognised as the symbolic entrance to the Harbour. It should not be developed, without intensive investigation of environmental, hazard and archaeological considerations. Access to the beach on the island and a trail around the edge of the Island for recreational purposes may be further explored.

The Island is zoned as Rural Reserve. Acknowledge the private ownership of Francis Island by permitting up to one single family residential dwelling, without secondary suite, B&B, vacation rental or tourist commercial uses.

Encourage and explore means of preservation, and maximum tree retention, with limited public access, including as an amenity for more intensive development of adjacent lands. Potential acquisition for designation as park land is also supported.

Policy 3.176 The area referred to as District Lot 281 has evolved into a premier location for tourist commercial development as

well as single and multi-family homes. Its prominent position next to Big Beach and its south-west orientation makes this a valuable and defining neighbourhood requiring attention in the form and character of developments. The spectacular landscape sloping gently to the ocean allows impressive vistas for visitors and home owners alike. A sensitive approach must be exercised to avoid over-cutting trees at the expense of the area's natural beauty, for enjoyment by all residents and visitors, and to protect the natural environment.

Policy 3.177 For areas of land higher than 20 to 30 metres above sea level, development, park dedication and public/open space should be coordinated with the District's Emergency Plan when considering the potential for public vistas, integrated with the multi-use pathway, trail and road network, as well as muster areas within a close walk of development areas.

Policy 3.178 All new or additional development, including campsites with no individual water supply or no individual sewage disposal facilities, must be connected to the municipal sanitary sewer system.

Part Four: Systems

Servicing and Infrastructure

The District maintains a network of municipal roads, sidewalks, water treatment and distribution, storm drainage, sewer collection and treatment infrastructure. These are monitored and maintained to meet a series of federal and provincial standards. The District plans, develops and maintains these municipal infrastructure systems to enhance the community's health, safety and overall quality of life, and to protect the local environment.

Objective 4A To protect community health and the environment by developing and maintaining efficient and highly-functioning water and sewer systems.

Objective 4B To ensure an orderly pattern of utility services and avoid premature or unnecessary public expenditures on municipal infrastructure.

Objective 4C To use water resources efficiently to ensure a safe and reliable supply over the long term.

Objective 4D To adapt municipal infrastructure systems to remain resilient to the impacts of a changing climate.

Objective 4E To reduce the use of fossil fuels and other resources in municipal operations through improved efficiency and conservation.

Objective 4F To adopt an environmentally sound, integrated stormwater management strategy.

Objective 4G To ensure that the costs of upgraded services are borne primarily by those who benefit.

Objective 4H To ensure that new development contributes toward the costs of infrastructure improvements.

Water Supply

The District of Ucluelet has two domestic water sources. The Lost Shoe Creek Aquifer supply currently consists of four wells which produce approximately 9,450 m³/day (at 90% capacity). Drier summer weather patterns potentially limit this supply, as the aquifer is drawn down to the level of the deepest well. Active water licenses also allow the District to draw up to 3,239 m³/day from Mercantile Creek; of this approximately 500 m³/day is allocated to the Ucluelet First Nations. Additional surface water cannot be taken from this source, to protect the Mercantile Creek fish habitat resource.

In the medium to long term an alternate source of water will be needed to support growth and industry within the District. Two approaches have been identified. The first would require an additional well at the Lost Shoe Creek Aquifer and/or a new well located at Mercantile Creek, expanding the current system capacity. The second approach would develop a new water supply from Kennedy Lake, identified as a source of sufficient volume to sustain the entire region. The feasibility, costs and treatment options have been analysed for the Kennedy Lake system. Ongoing discussions with regional partners will be key to determining the ultimate approach to providing a resilient, healthy source of domestic water to the community.

Water Storage

Water reservoirs are necessary to retain enough water volume and pressure for fire protection, peak hour water balancing and emergency storage purposes. The District operates two water storage reservoirs; one located along the Pacific Rim Highway

(1,400 m³ of storage) and a second reservoir located off Matterson Drive behind the schools (1,300 m³ of storage) for a total capacity of 2,700 m³.

There is a current shortfall in recommended storage volume requirements with the two existing reservoirs to meet fire flow standards, therefore the District should plan for constructing a new facility. A new reservoir could be partially funded through the Development Cost Charge bylaw.



Sanitary Sewer

The District's wastewater collection system consists of a network of gravity and forcemain sewers feeding into one of 15 municipal pump stations. All sewers are pumped through the Helen Road Pump Station before discharging to the District of Ucluelet's Wastewater Treatment facility located on Hyphocus Island.

The wastewater treatment facility is a 3-cell aerated lagoon. Each cell is lined with a high-density polyethylene membrane with a baffling curtain system which maximizes the retention time of the effluent water, allowing the system to provide a high degree of treatment. To expand lagoon capacity into the future, cell # 3 may be expanded and deepened, additional cells may be constructed if land is secured by the District, and a tertiary treatment plant may be constructed.

The District's lagoon system discharges into a marine outfall system. This outfall is located under Ucluelet Inlet to Alpha Passage near George Fraser Islands (1,480 metres in length) and accommodates the treated effluent from the District's lagoon. The outfall is sized to also handle untreated waste from up to three fish processing plants.

Pumping wastewater is expensive to maintain. However it is unavoidable, due to Ucluelet's topography. The District is pursuing strategies to reduce reliance on sewage pumping in the long term. This may include redirection and extension of specific collectors and forcemains. Additionally, the District should carefully evaluate the long-term financial operating costs before assuming responsibility for future infrastructure as a result of new development.

Heavier rainfall events in recent years have caused the maximum daily flows to exceed permit allowances approximately three to

four times a year. These extraordinary flows are attributable to high levels of inflow and infiltration (I & I), combined with more intense storm events. The District has an ongoing program to identify and address I&I incidents.

Stormwater Management

Situated in a coastal rainforest, Ucluelet is blessed with an abundance of rainfall (3,300 mm per year of precipitation). Stormwater collected in pipes and discharged directly to watercourses or the foreshore creates a potential for erosion and discharge of contaminants, which can be harmful to fish and the environment. The existing system in Ucluelet includes a mixture of pipes and open drainage ditches and swales. Several projects in Ucluelet have shown rainfall can be collected in gravel filled trenches and topsoil to dissipate stormwater run-off in a more natural way into the ground. The District will explore options to expand this approach, when updating municipal servicing standards. In addition, the District encourages developers to retain forest cover during subdivision development (i.e. only clear what is necessary to construct the infrastructure and roads) and retain pockets of forest land to the extent possible.

Solid Waste and Recycling

In 2007 the Alberni Clayoquot Regional District (ACRD) commissioned a Solid Waste Management Plan, which was endorsed by District Council. The plan’s objectives are to:

Objective 4I Reduce the amount of waste requiring disposal.

Objective 4J Increase the level of recycling activity throughout the regional district.

Objective 4K Ensure that any residual waste is disposed of in a manner that protects the environment and social well-being.



In the West Coast Landfill catchment area, waste reduction targets are based on recycling rates, as the disposal rate may not be an accurate reflection of progress since it is highly affected by the annual success of the tourism industry. It is anticipated that the West Coast Landfill will be the central delivery area for recyclables collected on the west coast

Currently, there is no suitable local location to dispose of land-clearing debris and household organic waste. The District expects to continue to work with the Alberni Clayoquot Regional District on regional solutions to organic waste recycling.

The 2006 ‘Human-Bear Conflict Management Plan’ guides consideration of development proposals and necessary actions

to reduce potential wildlife conflicts. The priority actions identified in this plan are to bear-proof garbage and food attractants and to set aside habitat and critical animal corridors as lands are developed within the District.

Servicing Policies

Policy 4.1 Require developers to pay for the full servicing costs associated with growth.

Policy 4.2 Commission, and update as necessary, infrastructure master plans for municipal water, sewer, roads, building facilities, parks, and integrated stormwater systems.

Policy 4.3 Initiate long-range financial planning to account for both the costs of replacing aging infrastructure and the expected expansion of utilities to serve a growing community.

Policy 4.4 Maintain a 5-year capital works plan for the construction and upgrading of municipal utilities, based on the infrastructure master plans and long-range financial plan.

Policy 4.5 Adopt updated Subdivision and Development Servicing Standards to require low-impact development standards, minimize long-term operational and maintenance costs, reduce the environmental impact of development, and provide the network of pedestrian, bicycle and vehicle facilities shown in this plan.

Policy 4.6 Plan for water conservation as a necessary part of future development in order to reduce peak demand requirements and meet funding criteria from Provincial and Federal governments.

Policy 4.7 Explore options for providing a second barrier water treatment system for surface water sources, as directed by the Ministry of Health, if continued use of the Mercantile Creek source is needed.

Policy 4.8 Plan for the construction of a third water reservoir, to meet future pressure and capacity needs.

Policy 4.9 Continue an active program to reduce inflow and infiltration into the sewage system.

Policy 4.10 Continue an active program for detecting leaks and unauthorized water use.

Policy 4.11 Continue the program to repair, upgrade and install SCADA on each municipal sewage pump station.

Policy 4.12 Maintain appropriate portable emergency generators to service key municipal infrastructure during power outages.

Policy 4.13 Investigate the feasibility of retrofitting existing piped systems, when replacing aging infrastructure, in favor of alternate practices for accommodating run-off.

Policy 4.14 Develop a program for reviewing the municipal systems and securing rights-of-way for all utility infrastructure where presently not secured.

Policy 4.15 Require oil and grease separators to be installed and maintained for all new or upgraded paved parking lots and service station properties.

Policy 4.16 Continue to explore the feasibility of the Kennedy Lake Regional Supply, and seek support from regional partners, as the long-term secure water source for the west coast.

Policy 4.17 Work with the Ministry of Environment to update the municipal sewage discharge permit to reflect the current level of waste water treatment.

Policy 4.18 Refer major development proposals to the Alberni Clayoquot Regional District for comments relating to solid waste and recycling.

Policy 4.19 Encourage community waste reduction and recycling.

Policy 4.20 Explore options for handling local land-clearing waste and household organic waste recycling with the ACRD.

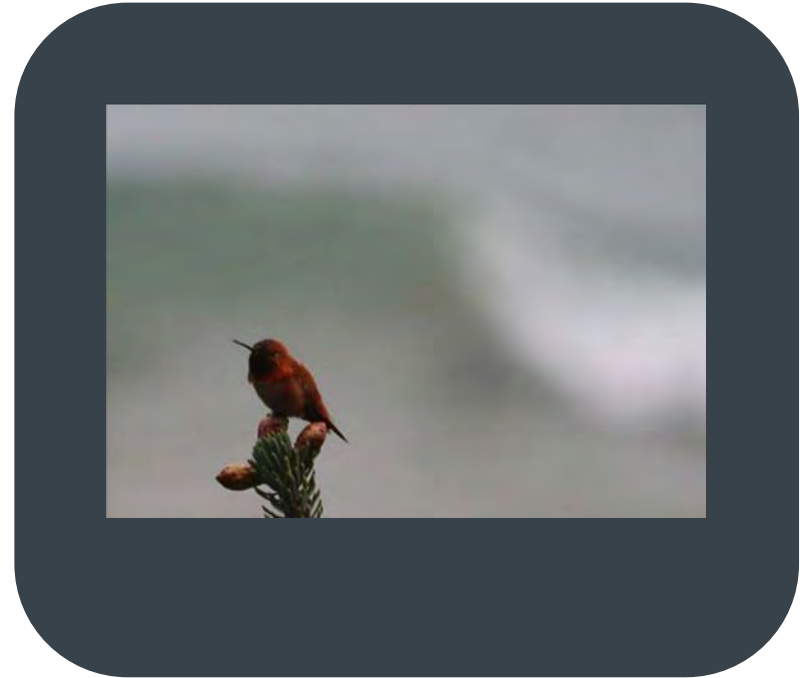
Policy 4.21 To reduce energy and emissions associated with waste management, the District will consider enhancing programs to reduce waste, recycle and reuse waste where possible, and promote composting systems that reduce the amount of methane from organic waste.

Policy 4.22 Encourage the use of sustainable energy systems and utilities where improved energy efficiency and/or reduced GHG emissions will result.

Policy 4.23 The number of District-owned and operated sewer pump stations should be minimised.

Policy 4.24 Encourage the harvesting of waste heat from industrial, commercial or institutional sources, such as refrigeration equipment and sewer systems, where practical.

Policy 4.25 Utilize energy-efficient street lighting to reduce energy use.



Municipal Finance, Governance and Operations

A primary task of the municipal organization is to maintain the business functions which support the community's local government.

Taxation, utility billing, infrastructure financing, budgeting, contracting and seeking grants are all core functions of the District. Providing timely, accurate information and support enables good decision making by the elected Council.

Municipal staff are charged with ensuring the District functions meet legislated requirements and strive to adopt appropriate best practices to further Council's strategic directions for the community.

Clear communication with Ucluelet residents and other agencies on the ongoing operations, events and functions of the municipality ensures accountability and transparency in all of the District's practices.

Objective 4L To be a healthy, accountable, progressive organisation that is outstanding in the provision of service to the public.

Objective 4M Deliver excellent customer service.

Objective 4N Provide best value for money.

Objective 4O Provide right-sized government services and infrastructure which will be affordable to the community over the long term.

Objective 4P Strengthen relationships within the community and with neighbours.

Objective 4Q Provide streamlined services for residents, businesses and investors in the community.

Policy 4.26 Develop and institute a long-range financial planning approach which anticipates the costs of developing, operating, maintaining and replacing municipal infrastructure and assets over their serviceable lifespan.

Policy 4.27 Commission a long-range land use demand study to inform infrastructure decisions, development reviews and long-range budgeting efforts.

Policy 4.28 Assess municipal resources and strategize the appropriate approaches to most efficiently delivering the level of service expected by the community.



The District recognises that information is another piece of key infrastructure for the community. Land, building, demographic and business data are important information sources which can support community functions, economic development and the work of other agencies.

Policy 4.29 Continue to pursue corporate records management strategies to develop efficient and resilient information storage and retrieval systems.

Policy 4.30 Continue to review District methods of internal and external communication to provide transparency while maintaining an appropriately efficient allocation of resources and staff time.

Policy 4.31 Provide educational materials and opportunities for engaging citizens and expanding awareness, knowledge and participation in civic functions.

Economic Development

Ucluelet prides itself as being a working town. The economy has traditionally been based on the forest, fishing and mining industries up until the nineteen nineties.

Today Ucluelet and Tofino serve a trading population of roughly 4,000 in addition to an increasingly large number of tourists attracted by the area's pristine scenic beauty.

The District works with Tourism Ucluelet and the Chamber of Commerce to further promote the unique attributes of the town, while differentiating the visitor experience between the west coast communities of Tofino and Ucluelet.

Ucluelet continues to improve its image and appeal to visitors. This is achieved through promoting the community as a working harbour and drawing attention to the Wild Pacific Trail, the area's heritage and cultural values and access to the Broken Group Islands.

A new fiber-optic data network serving Ucluelet supports businesses and individuals who increasingly live locally but interact with a far-flung network of clients, customers and suppliers.

Strategic improvements to the public realm in the Village Square area is a priority for enhancing the safety, comfort and experience of both locals and visitors. These pathways and gathering places act as the backbone to the community and also support the further development of the Ucluelet economy.

The District of Ucluelet commissioned an Economic Development Strategy Update in 2017. The study identified strategic directions which are reflected in the following economic objectives.

It remains important that Ucluelet maintains a diversified economy, so that it does not concentrate solely on tourism, while retaining its traditional small-town character.

“As of the 2011 National Household Survey, the concentration of tourism-based jobs in the Ucluelet area was about 2.5 times the provincial average. These are a combination of jobs in accommodation services, food and beverage services, recreation, transportation, retail, and others.

This underlies the importance of tourism to the Ucluelet economy and is impressive considering that every community in the province has at least a small tourism industry.

But the real outlier in the Ucluelet economy is the fishing sector. Including fishing, aquaculture and fish processing, the concentration of employment in Ucluelet is 64 times the provincial average. Fishing jobs are naturally more concentrated because they are mostly limited to coastal communities, but this is still a remarkable result.

About 18% of all jobs with a fixed place of work in Ucluelet were in fishing, and this does not include all the various suppliers to the industry.”¹

Objective 4R Sustain a local economic development structure and tools.

Objective 4S Invest in Ucluelet’s human potential.

Objective 4T Enhance physical infrastructure for economic development.

Objective 4U Support and build on the twin pillars of the Ucluelet economy – harbor-related industries and tourism.

Objective 4V Pursue targeted economic development opportunities.



The updated Economic Development Strategy identifies the following strategic polices which the District is pursuing:

Policy 4.32 As part of an overall strategic review of the long-term demand for municipal resources, assess the level of staffing and/or financial commitment to economic development.

Policy 4.33 Continue to support a business and employment retention and expansion (UBERE) program.

Policy 4.34 Communicate Ucluelet’s attributes and opportunities for economic development.

Policy 4.35 Maintain a collaborative relationship on economic development projects with Yuuluᑭiᑭᑭᑭᑭᑭ and ‘tukwaaᑭᑭᑭᑭᑭ First Nations.

Policy 4.36 Continue to support the development of a range of housing options, including dedicated staff housing if the need arises.

Policy 4.37 Continue working to improve the municipal water system.

Policy 4.38 Continue to work with the Department of Fisheries and Oceans (DFO) and industry to maximise the effectiveness of the harbor for commercial fishing operations.

Policy 4.39 Support the expansion and diversification of tourism amenities and attractions.

Policy 4.40 Support ongoing community input into Economic Development.

Policy 4.41 Continue to support new and expanded post-secondary education and/or advanced research institutions.

Policy 4.42 Continue to support health service improvements in Ucluelet and the region.

Policy 4.43 Continue to support programs and events that enhance Ucluelet’s unique sense of place and high quality of life.

Policy 4.44 Explore alternative uses of the Coast Guard lands.

Policy 4.45 Ensure sufficient supply of industrial land is designated and, when appropriate, serviced for future use.

Policy 4.46 Support continued improvement to regional transportation infrastructure.

Policy 4.47 Support the continued operation and expansion of marine support services.

Policy 4.48 Support the commercial fishing, aquaculture, and processing sectors in the development of new and higher-value seafood products.

Policy 4.49 Target technology and energy-related entrepreneurs.

Policy 4.50 Support the expansion of forestry and wood products manufacturing.

Policy 4.51 Explore marketing synergies among tourism providers in the west coast region.

Policy 4.52 Support closer ties between local educational institutions and the business community.

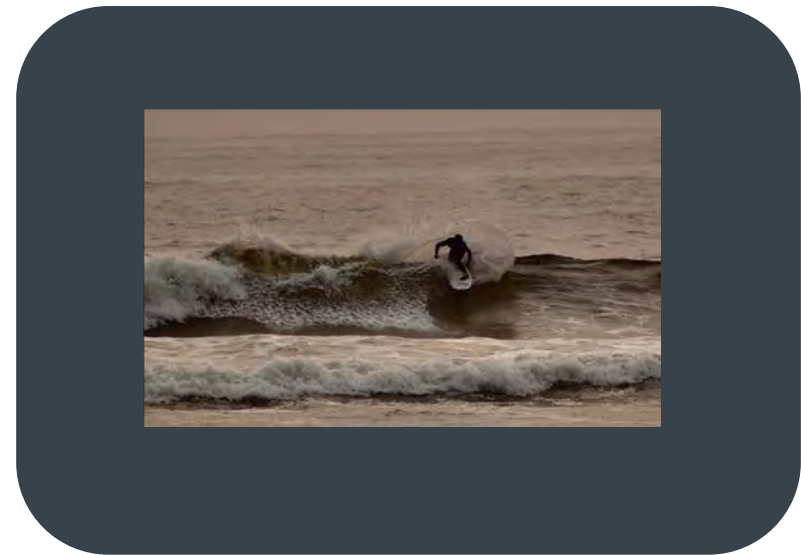
Policy 4.53 Develop a business resource package, including referral service, to support entrepreneurs and small businesses.

Policy 4.54 Explore the potential to partner with other agencies to beautify the Highway 4 junction, including undergrounding or relocating power lines, coordinating (and minimizing) signage, and installing new landscaped medians befitting the coastal forest environment. Consider providing maintenance to median landscaping, should its installation be accepted by the Ministry of Transportation and Infrastructure.

Policy 4.55 A major draw and economic opportunity lies in the trails by which visitors experience the beauty of the Ucluth Peninsula. Approach funding for extension and upgrade to the Wild Pacific Trail and Safe Harbour Trail equally as an investment

in economic development as well as a recreational amenity for residents.

Policy 4.56 Capitalize on the growing recognition of Ucluelet as a prime destination for active recreational pursuits including surfing, kayaking, sport fishing, hiking and mountain biking.



Part Five: Schedules & Maps

SCHEDULE A: LONG-RANGE LAND USE PLAN

SCHEDULE B: TRANSPORTATION NETWORK

SCHEDULE C: PARKS & TRAILS NETWORK

SCHEDULE D: WATER & SEWER INFRASTRUCTURE

SCHEDULE E: DEVELOPMENT PERMIT AREAS – ENVIRONMENTAL PROTECTION

SCHEDULE F: DEVELOPMENT PERMIT AREAS – FORM & CHARACTER

SCHEDULE G: DEVELOPMENT PERMIT AREAS – STEEP SLOPES

MAP 1: REGIONAL CONTEXT

MAP 2: REGIONAL INFRASTRUCTURE

MAP 3: ARCHAEOLOGICAL POTENTIAL

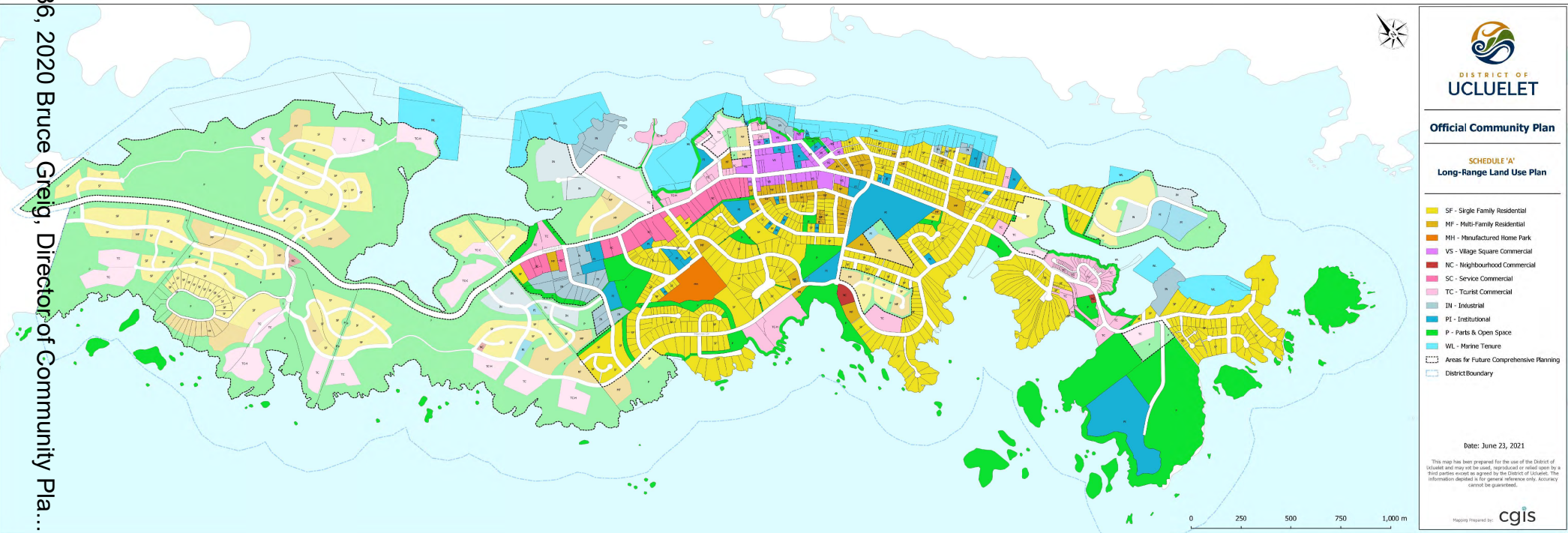
MAP 4: COASTAL STORM – FLOOD CONSTRUCTION LEVELS

MAP 5: TSUNAMI FLOOD VULNERABILITY

MAP 6: TSUNAMI FLOOD PLANNING

MAP 7: CURRENT LAND USE

MAP 8: ENVIRONMENTAL BASE INFORMATION




DISTRICT OF UCLUELET

Official Community Plan

SCHEDULE 'A'
Long-Range Land Use Plan

- SF - Single Family Residential
- MF - Multi-Family Residential
- MH - Manufactured Home Park
- VS - Village Square Commercial
- NC - Neighbourhood Commercial
- SC - Service Commercial
- TC - Tourist Commercial
- IN - Industrial
- PI - Institutional
- P - Parks & Open Space
- WL - Marine Tenure
- Areas for Future Comprehensive Planning
- District Boundary

Date: June 23, 2021

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Map prepared by 



Official Community Plan

SCHEDULE 'B'
Transportation Network

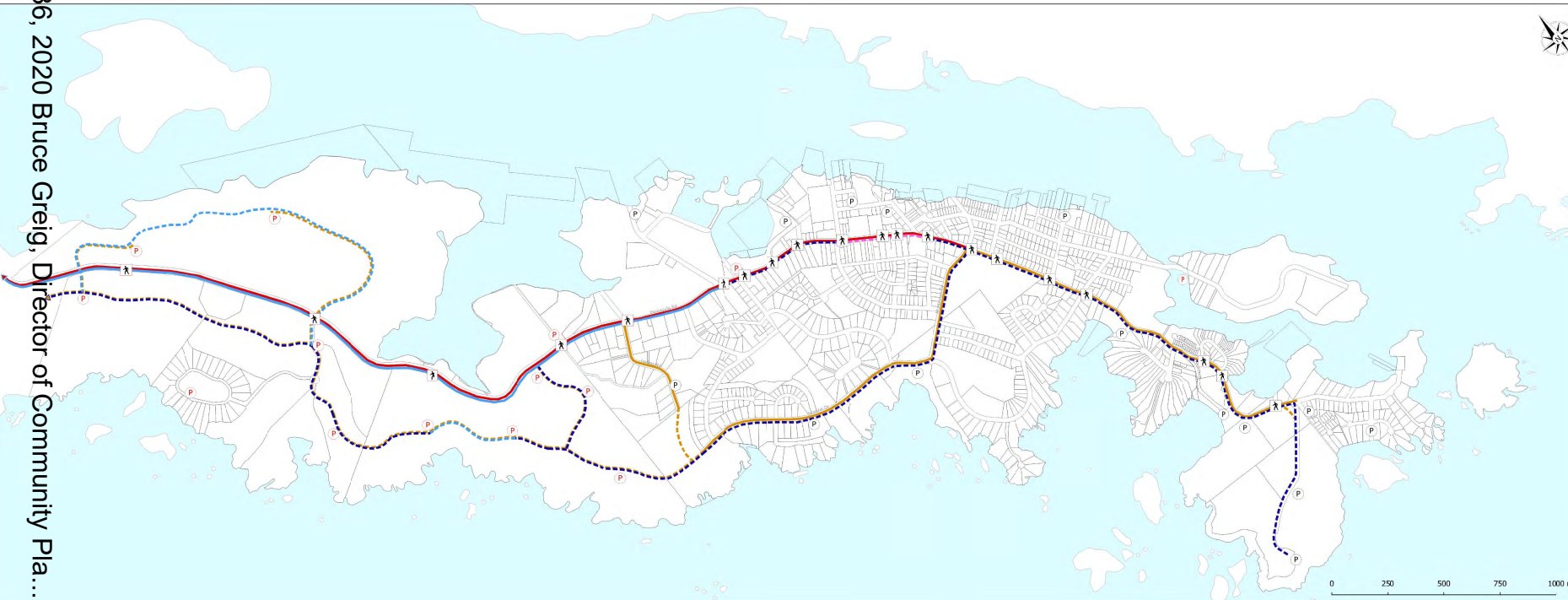
- Existing Roads**
 - Arterial
 - Collector
- Future Roads**
 - Arterial
 - Collector
- Multi-Use Trails**
 - Existing
 - Future
- Bike Lanes**
 - Shared Lane (Car/Bike)
 - Dedicated Bike Lane
 - Future Shared Lane (Car/Bike)
 - Future Dedicated Bike Lane
- Crosswalks**
 - Existing Crosswalk
 - Proposed Crosswalk
- Parking**
 - Existing Parking
 - Proposed Parking

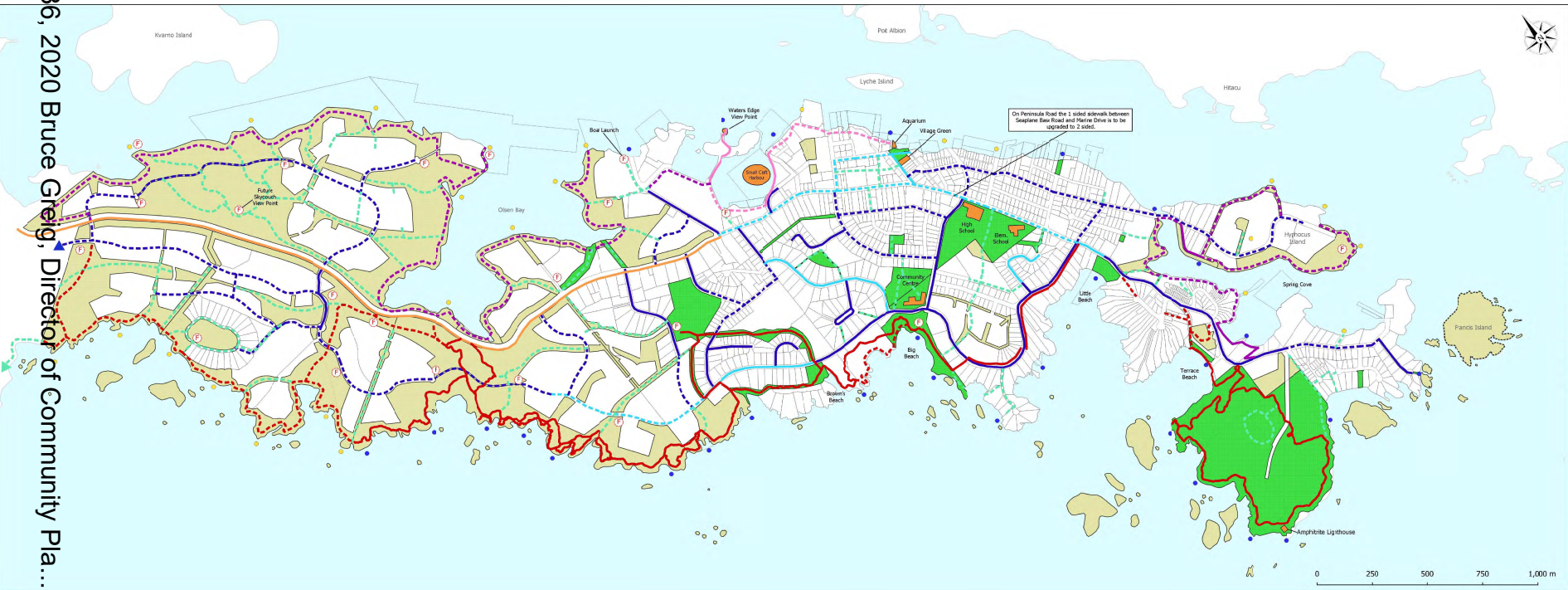
Date: December 18, 2020

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Map prepared by cgis

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Official Community Plan

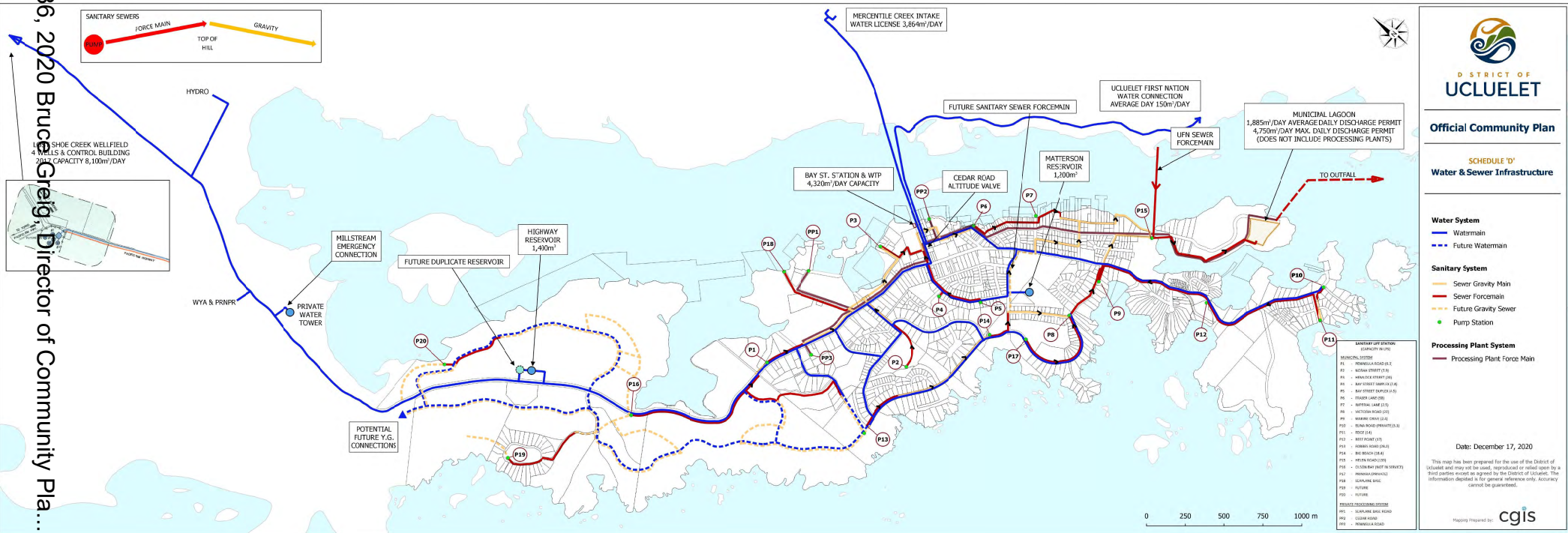
**SCHEDULE 'C'
Parks & Trails Network**


- Sidewalk - 2 Sides
- - - Future Sidewalk - 2 Sides
- Sidewalk - 1 Side
- - - Future Sidewalk - 1 Side
- - - Wild Pacific Trail
- Future Wild Pacific Trail
- - - Safe Harbour Trail
- Future Safe Harbour Trail
- - - Harbour Walk
- Future Harbour Walk
- Pedestrian Connectors
- Key Active Transportation Generators
- Park / Open Space
- Future Park / Open Space
- View Point
- Future View Point
- Ⓜ Future Park Facility

Date: June 23, 2021

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Map prepared by **cgis**





DISTRICT OF UCLUELET

Official Community Plan

SCHEDULE 'D'

Water & Sewer Infrastructure

Water System

- Watermain
- Future Watermain

Sanitary System


- Sewer Gravity Main
- Sewer Forcemain
- Future Gravity Sewer
- Pump Station

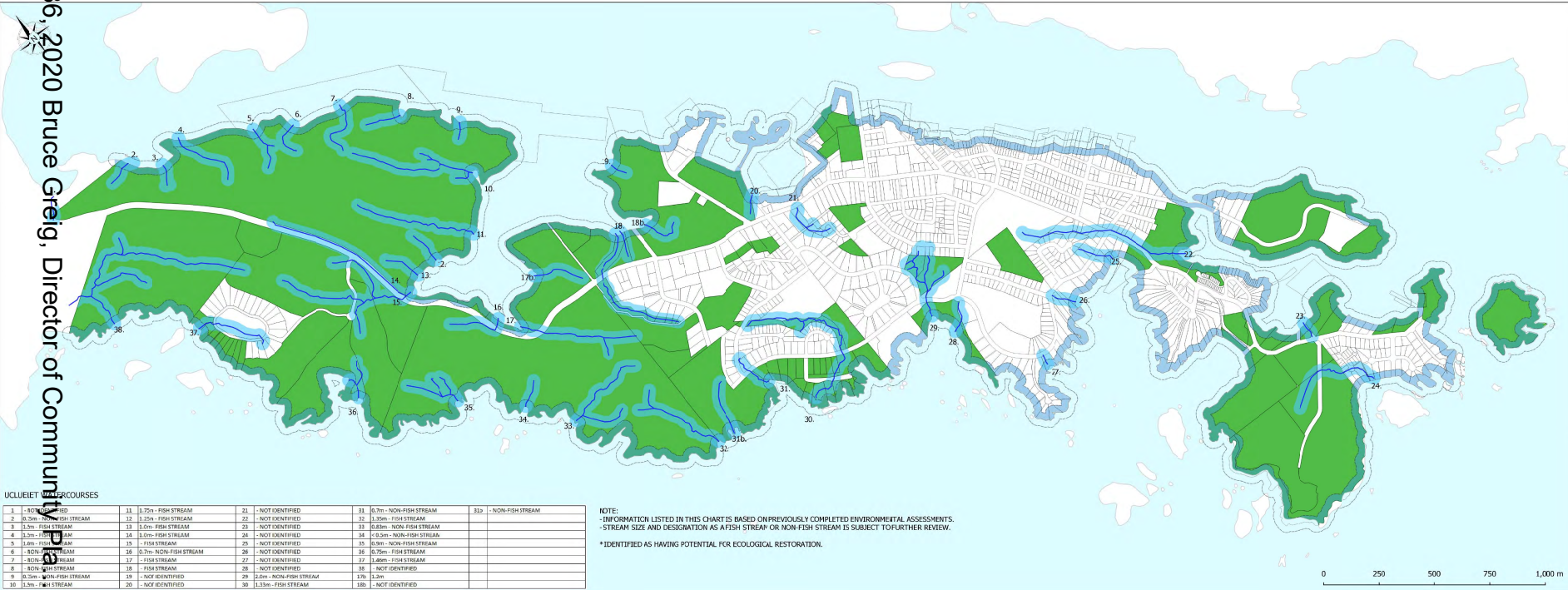
Processing Plant System

- Processing Plant Force Main

Date: December 17, 2020

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Maping Prepared by 





**DISTRICT OF
UCLUELET**

Official Community Plan

**SCHEDULE 'E'
Environmental
Development Permits Areas**

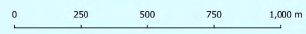
- Terrestrial Development Permit Area
 - Wetlands
 - Mature Forests
 - Sensitive Ecosystems
- 30m Marine Shoreline Development Permit Area
 - Includes 30m on Intertidal area
- 30m Riparian Development Permit Area

Marine Shoreline DPA is designated as 30m from either side of the natural boundary of the sea. Stream DPA is designated as 30m offset from stream features. Refer to OCP text for development permit guidelines.

Date: February 17, 2021
 The information depicted is for general reference only and is based on available sources. The District of Ucluelet assumes no liability for the accuracy of base mapping information; ground truthing at individual properties should be undertaken by qualified professionals prior to development planning.



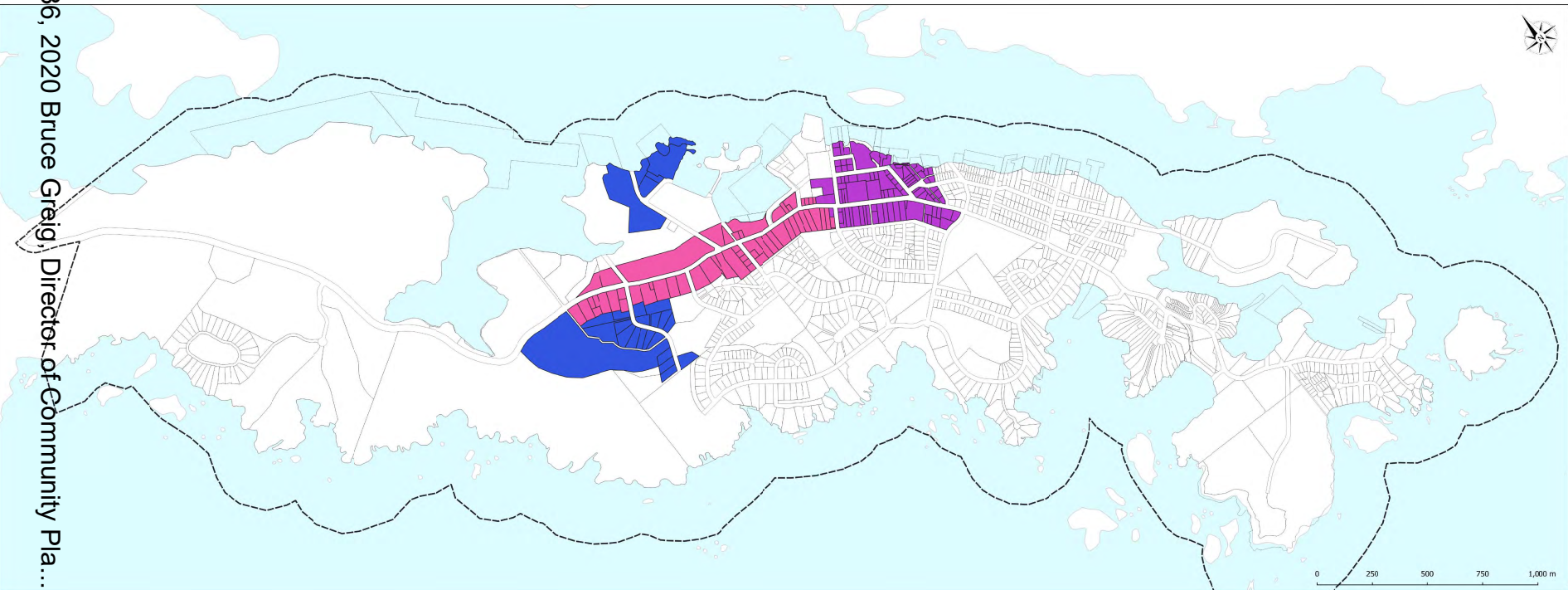
Map prepared by




UCLUELET WATER COURSES

1 - NOT IDENTIFIED	11 - 1.75m - FISH STREAM	21 - NOT IDENTIFIED	31 - 0.7m - NON-FISH STREAM	32a - NOT IDENTIFIED
2 - 0.75m - FISH STREAM	12 - 1.25m - FISH STREAM	22 - NOT IDENTIFIED	32 - 1.35m - FISH STREAM	32b - NOT IDENTIFIED
3 - 1.5m - FISH STREAM	13 - 1.0m - FISH STREAM	23 - NOT IDENTIFIED	33 - 0.85m - NON-FISH STREAM	
4 - 1.5m - FISH STREAM	14 - 1.0m - FISH STREAM	24 - NOT IDENTIFIED	34 - 0.55m - NON-FISH STREAM	
5 - 1.8m - FISH STREAM	15 - FISH STREAM	25 - NOT IDENTIFIED	35 - 0.9m - NON-FISH STREAM	
6 - NOT IDENTIFIED	16 - 0.7m - NON-FISH STREAM	26 - NOT IDENTIFIED	36 - 0.75m - FISH STREAM	
7 - 1.8m - FISH STREAM	17 - FISH STREAM	27 - NOT IDENTIFIED	37 - 1.4m - FISH STREAM	
8 - 1.0m - NON-FISH STREAM	18 - FISH STREAM	28 - NOT IDENTIFIED	38 - NOT IDENTIFIED	
9 - 0.75m - NON-FISH STREAM	19 - NOT IDENTIFIED	29 - 1.0m - NON-FISH STREAM	39 - 1.7m - FISH STREAM	
10 - 1.5m - FISH STREAM	20 - NOT IDENTIFIED	30 - 1.13m - FISH STREAM	40 - NOT IDENTIFIED	


NOTE:
 - INFORMATION LISTED IN THIS CHART IS BASED ON PREVIOUSLY COMPLETED ENVIRONMENTAL ASSESSMENTS.
 - STREAM SIZE AND DESIGNATION AS A FISH STREAM OR NON-FISH STREAM IS SUBJECT TO FURTHER REVIEW.
 * IDENTIFIED AS HAVING POTENTIAL FOR ECOLOGICAL RESTORATION.




DISTRICT OF UCLUELET

Official Community Plan


SCHEDULE 'F'
Development Permit Areas for Form and Character

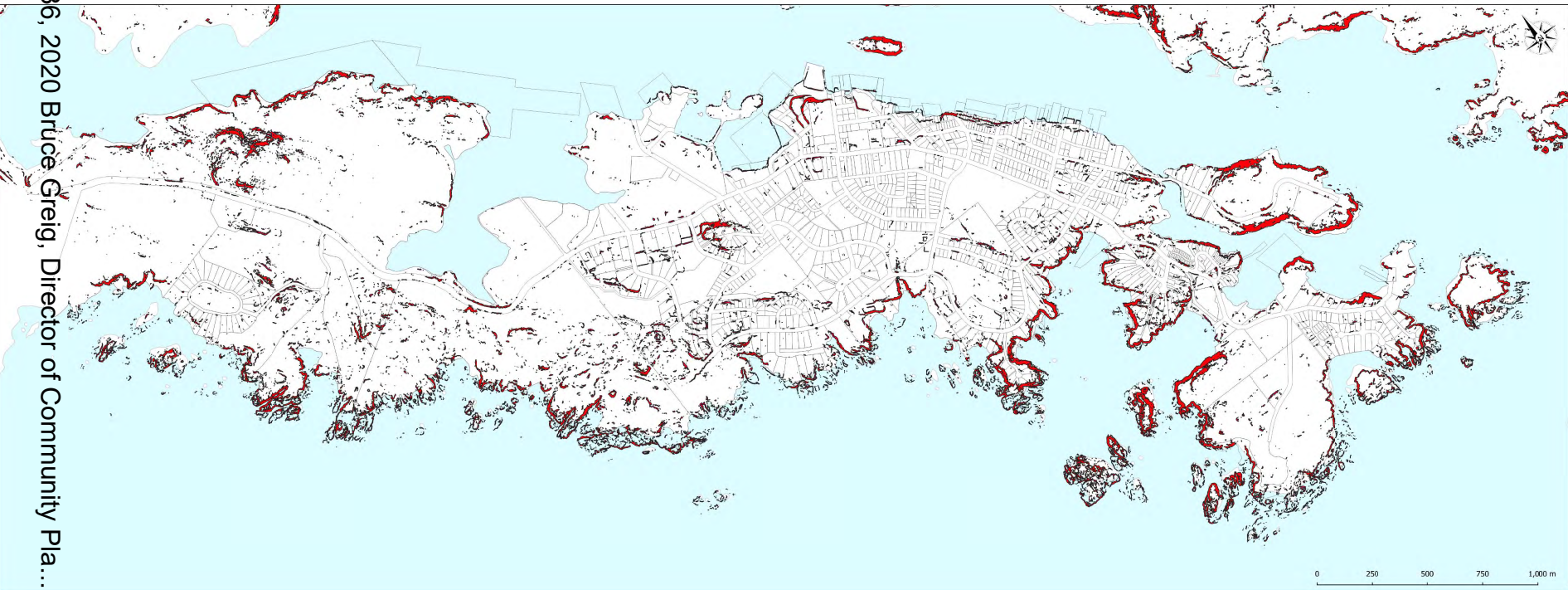

■ DPA I - Village Square
■ DPA II - Peninsula Foreshore
■ DPA III - Industrial
■ DPA IV - Multi-Family, Mixed Use, Commercial


NOTE: All lands within the boundaries of Ucluelet are also designated as a Development Permit Area for the regulation of form and character when being developed for any Multi-Family Residential, Mixed-Use and/or Commercial uses (DPA IV).

Date: February 1, 2021

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Map prepared by 




DISTRICT OF UCLUELET

Official Community Plan


**SCHEDULE 'G'
Development Permit Areas
for Hazardous Conditions**

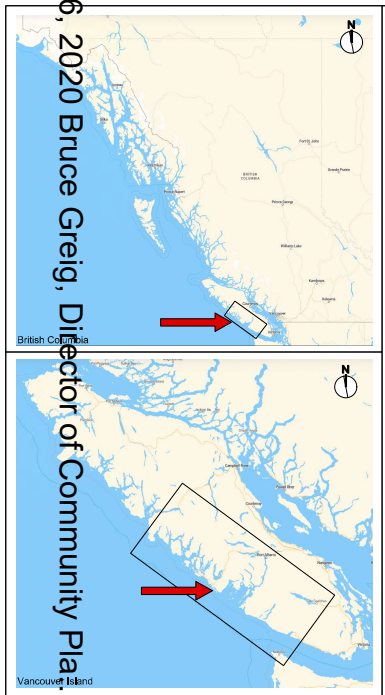
 Steep Slopes (>30 degrees)

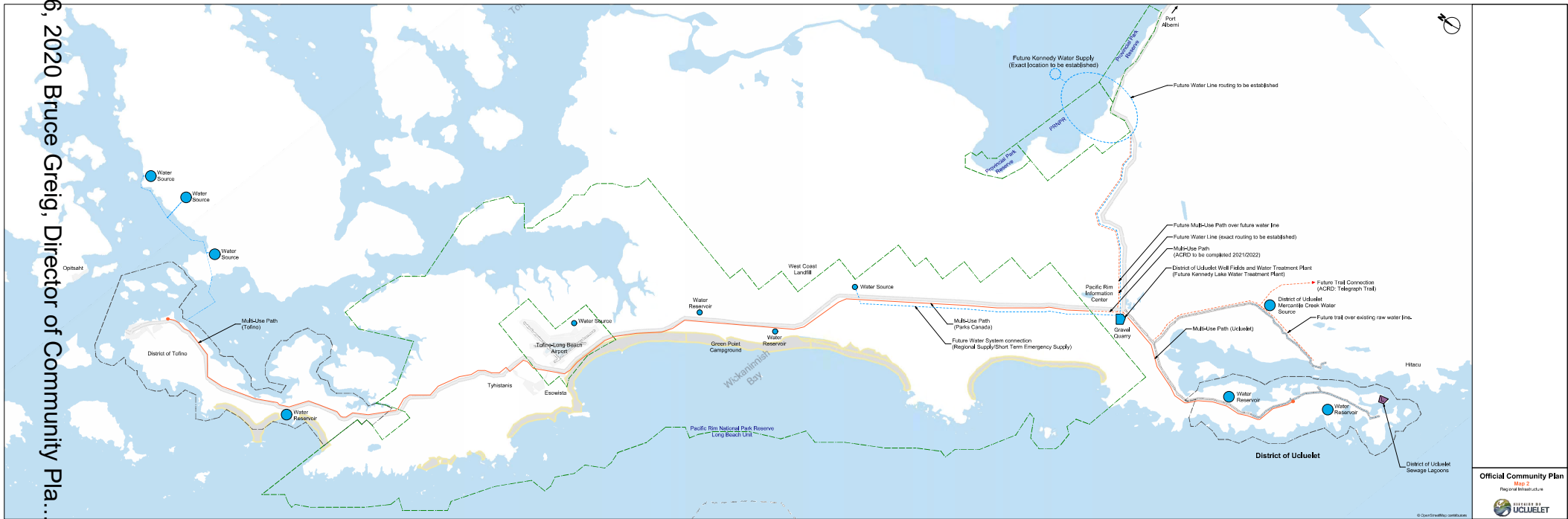
NOTE: For information on lands which may be subject to flooding please refer to Maps 4, 5 and 6.

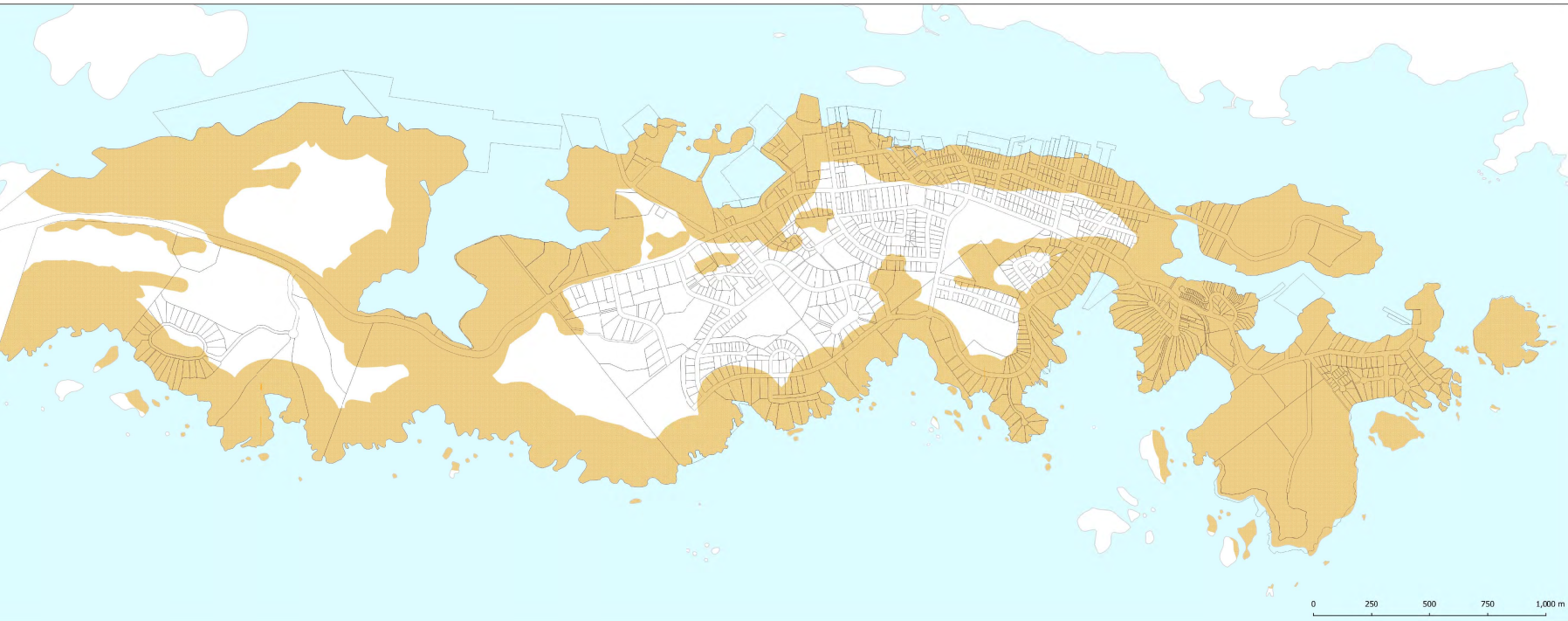
Date: February 2, 2021


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Map prepared by 








DISTRICT OF UCLUELET

Official Community Plan


Map 3
Archaeological & Cultural Potential

■ Areas of High Archaeological and Cultural Potential

Areas of highest archaeological and cultural potential include the native forest, lands 150m inward from the natural boundary of the sea, and stands of trees which may contain old growth. Part of the District's heritage includes archaeological sites—the physical evidence of how and where people lived in the past. For 95% of the time people have lived in this area, no written records were made. Archaeological sites are traditional and continued cultural practices connect to the rich history extending back into thousands of years. The South Peninsula an entire half of the island territory contains numerous recorded archaeological sites and has the potential to contain more. The Province protects these sites, whether known or concealed, through the Heritage Conservation Act. This protection applies to both private and Crown land and means that you must have a provincial heritage permits investigate, alter or develop within an archaeological site.

Archaeological sites/objects are not identified in this plan due to their sensitivity. However, areas shown here have significant potential to contain unknown archaeological sites that are protected under the Heritage Conservation Act. For more information contact the BC Archaeology Branch.

Date: February 2, 2021
The information depicted is for general reference only and is based on available sources. The District of Ucluelet assumes no liability for the accuracy of base mapping information. ground truthing on individual properties should be undertaken by qualified professionals prior to development planning.

Preparing prepared by 

Notes to Users

- This map is designed to accompany the District of Ucluelet Coastal Flood Mapping report (Ebbwater Consulting Inc. and Cascadia Coast Research Ltd., 2020) and is intended for the purposes of that report only. See the report for further details on the methodology, results, and limitations.
- Flood water levels were developed using a 0.5% AEP flood and 1.0 m freeboard to represent future flood levels. This is based on guidelines from Ausenco Sandwell (2011). Each value is subject to change and may need to be reassessed in the future.
- A 0.6 m freeboard allowance is included in flood construction levels (FCL) in accordance with Ausenco Sandwell (2011).
- The Flood Construction Levels (FCL) have been divided into zones based on similar flood level values (FCL values are given relative to CGVD 2013).
- The colored zone polygons show flood hazard extent areas as defined in the indicated FCL.
- FCLs were developed on the mainland District of Ucluelet (DOU) and Francis Island.
- The FCLs represent a specific planning level as defined by Ausenco Sandwell (2011). This map should not be interpreted to mean that flooding will be limited to the FCLs indicated for each zone only.
- Application of the FCLs presented in this map should be done in accordance with current policy and regulations by a suitably qualified engineer.
- The extent of the western (outer) coastline means that care must be taken in interpreting these FCLs for specific sites. Flooding with steep forebays are subject to more wave run-up and experience higher flood levels.

Limitations

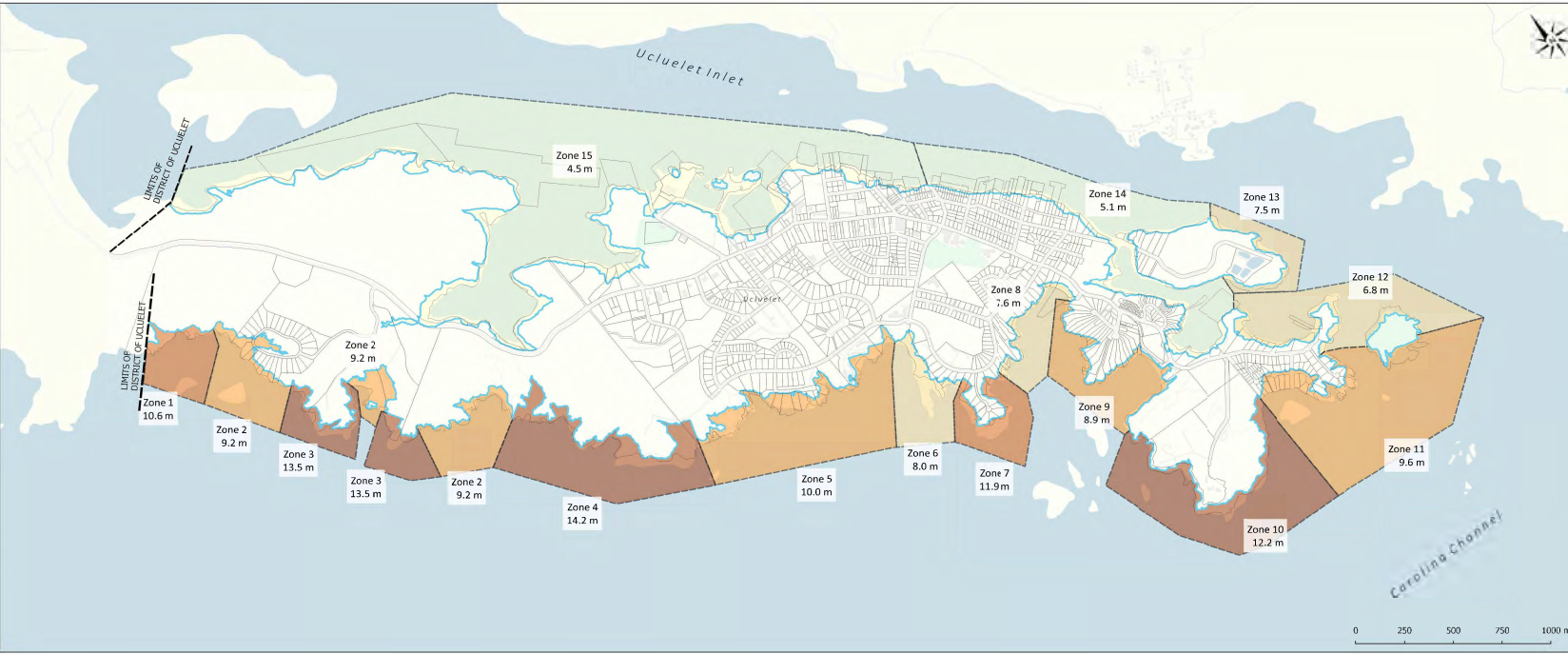
- The accuracy of the presented FCLs is limited by available data and modeling techniques. The FCLs are based on 1D cross-shore transects. The FCLs have been simplified by merging areas of similar transect flood levels. Please refer to the report for a detailed discussion of this.
- The accuracy of the flood hazard extent is limited by the accuracy of the surveys and mapping data. The flood hazard extents were established on the ground by legal survey.
- This map was produced by Ebbwater Consulting Inc. using generally accepted practice and guidelines for the province of British Columbia. However, flooding may still occur outside the defined flood hazard boundaries, and Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. do not assume any liability by reason of the use of this map to delineate flood hazard areas on this map.
- The flood extents and levels shown on this map are to provide an assessment of current and future flooding to help inform decisions on land use policy. Under the provisions of the Local Government Act, 2004, these flood extents only take effect when adopted by law or implemented via another planning tool (such as a development permit area). They therefore do not currently have any legal or planning standing.
- Base map aerial imagery was provided by different data owners and is subject to differences.


Data Sources

- Flood Construction Reference Plane (FCRP) values were provided by Cascadia Coast Research Ltd.
- Water levels were interpolated from a limited number of transects and relative to coastal topography.
- Digital Elevation Model (DEM) was created based on LIDAR data surveyed by the District of Ucluelet.
- Mapping of Streets and Land Parcels were received from the DOU.
- Base map imagery was based on CARTO's Postmon, created using geospatial processing data - openstreetmap.org (© OpenStreetMap contributors; cartography license CC BY-SA).


References

- Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. (2020). District of Ucluelet Coastal Flood Mapping (Final Report).
- Ausenco Sandwell (2011). Climate Change Adaptation Guidelines for Sea Level Rise Coastal Flood Hazard Land Use - Guidelines for Management and Coastal Flood Hazard Land Use. Prepared for the British Columbia Ministry of Environment.





DISTRICT OF UCLUELET



Coastal Flood Mapping

Coastal Storm Flood Planning Support Map 3/5
Flood Construction Level - Zones for Rare Event (Future)
 0.5% AEP, 1 m ESLR, with 0.6 m freeboard

Flood Construction Level (CGVD 2013, m)


4.0 - 6.0
6.0 - 8.0
8.0 - 10.0
10.0 - 12.0
12.0 +

Land Parcels
 Flood Hazard Boundary

Official Community Plan
 Map 4
 Coastal Storm Flood Planning Support Map 3/5
 PREPARED BY UCLUELET

Date Created: June 26, 2020
 Map Scale: 1:10,000
 Coordinate System: NAD83, UTM 10N
 Vertical Datum: CGVD 2013

Stamp provided in original version



Notes to Users

- This map was prepared to accompany the District of Ucluelet Coastal Flood Mapping report (Ebbwater Consulting Inc. and Cascadia Coast Research Ltd., 2020) and is intended for the purposes of that report only. See the report for further details on methodology, results and limitations.
- Flood hazard vulnerability levels were determined based on a simulation of tsunami waves generated by a modeled rupture (Coley and Goo, 2018).
- Water levels conservatively assume a tide equal to higher high water (or periwinkle), equal to 2 m at Ucluelet, and 1 m of relative sea level rise (RSLR), to provide results for a potential worst-case.
- Based on guidelines for the management of coastal flood hazard (Innes and Sinden 2011), 1 m of sea level rise approximates the year 2100. However, these projections are subject to changes in climate projections and may require reassessment in the future.
- Flood damage and thresholds are based on ADR Guidelines for Flood Hazard (2017).

Limitations

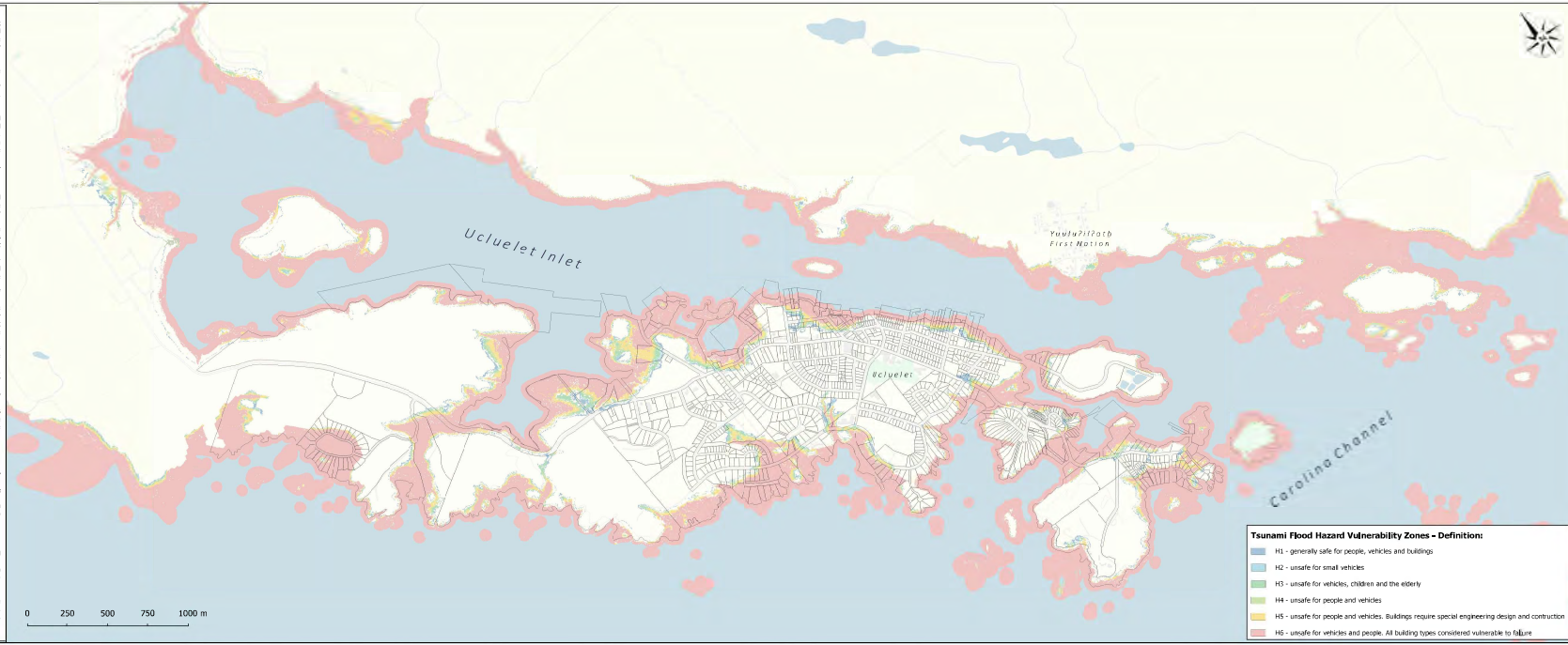
- The accuracy of the presented tsunami flood hazard vulnerability zones is limited by available data and the modeling methods used. Users refer to the report for detailed discussion on limitations.
- This map shows results for one possible tsunami wave (based on rupture type and source). Flood characteristics and associated responses could vary based on different tsunamis.
- The accuracy of the tsunami flood hazard vulnerability zones is limited by the accuracy of the base mapping data and DEM. The flood hazard limits were not established on the ground by field survey.
- No field data was used for the province for mapping of tsunamis. This map was produced by Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. using guidance documents and approaches identified from a literature review of other similar studies. Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. do not assume any liability for reasons of the failure to use field data for hazard areas shown on this map.
- The map provides an assessment of current and future flooding to inform decisions on future land use policy. Under the provisions of the Local Government Act (2004), these flood maps do not take effect when adopted by Order or implemented as another planning tool (such as a development or zoning bylaw). They therefore do not currently have any legal effect on planning standing.
- Flood hazard categories are presented for all areas landward of the coastal shoreline layer (as provided by the District of Ucluelet (2013)), including a small buffer to ensure all exposed areas are captured.
- Base map aerial layers were provided by different data owners and are subject to differences.

Data Sources

- Tsunami wave depths and velocities were provided by Cascadia Coast Research Ltd.
- Mapping data: Shoreline layer, and Land Parcels were received from ECU.
- Base map data based on CARTO's Position, created using derivatives from OpenStreetMap data - openstreetmap.org (© OpenStreetMap contributors, cartography license CC BY-SA).


References

- Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. (2020). District of Ucluelet Coastal Flood Mapping (Final Report).
- Australian Government (2011). Climate Change Adaptation Guidelines for Local, State and Coastal Flood Hazard and Sea Level Rise. Department of Coastal Flood Hazard Land Use. Prepared for the British Columbia Ministry of Environment.
- ADR 2017. Australian Disaster Resilience Guideline 7-3 Flood Hazard. Australian Institute for Disaster Resilience, Australian Government Attorney-General's Department. <https://www.aifdr.gov.au/2020/09/01/7-3/>
- Goo et al. (2018). Nat. Haz. (2018) 94:445-460.




Tsunami Flood Hazard Vulnerability Zones - Definition:

- H1 - generally safe for people, vehicles and buildings
- H2 - unsafe for small vehicles
- H3 - unsafe for vehicles, children and the elderly
- H4 - unsafe for people and vehicles
- H5 - unsafe for people and vehicles. Buildings require special engineering design and construction
- H6 - unsafe for vehicles and people. All building types considered vulnerable to failure



DISTRICT OF UCLUELET



Coastal Flood Mapping

Tsunami Flood Planning Support
Map 6/6

Tsunami Flood Hazard Vulnerability Zones
- Splay Faulting Rupture (Future)
G2018-S-A model, 1 m RSLR

Legend:

- Land Parcels
- Tsunami Flood Hazard Vulnerability Zones
 - H1
 - H2
 - H3
 - H4
 - H5
 - H6

Official Community Plan

Map 6
Coastal Flood Planning Support Map 6/6
DISTRICT OF UCLUELET

Stamp provided in original version

Date Created: June 26, 2020
Map Scale: 1:12,500
Coordinate System: NAD83, UTM 10N
Vertical Datum: CGVD 2013

CASCADIA COAST RESEARCH LTD. ebbwater

Notes to Users

- This map was designed to accompany the District of Ucluelet Coastal Flood Mapping report (Ebbwater Consulting Inc. and Cascadia Coast Research Ltd, 2020) and is intended for the purposes set out in that report only. See the report for further details on the methodology and limitations.
- The tsunami surge elevation was developed based on the highest surge of the simulated tsunami (surge) elevations (including rupture from Gao et al., (2018)) for a 1 m relative sea level rise (RSLR). The extents of the tsunami planning level of 18 m (without safety factor) are shown on the map.
- Water levels were conservatively assume a 2 m subsidence, a tide equal to high water stage (HWST), equal to 2 m at low tide (LST), and 1 m of relative sea level rise (RSLR), which results for a potential future, most event.
- Based on the plan for the management of coastal flood hazard (Aisencio Sandwell 2011), 1 m of sea level rise is estimated to correspond to the year 2050. However, this time period is subject to changes in climate projections and may require reassessment in the future.

Limitations

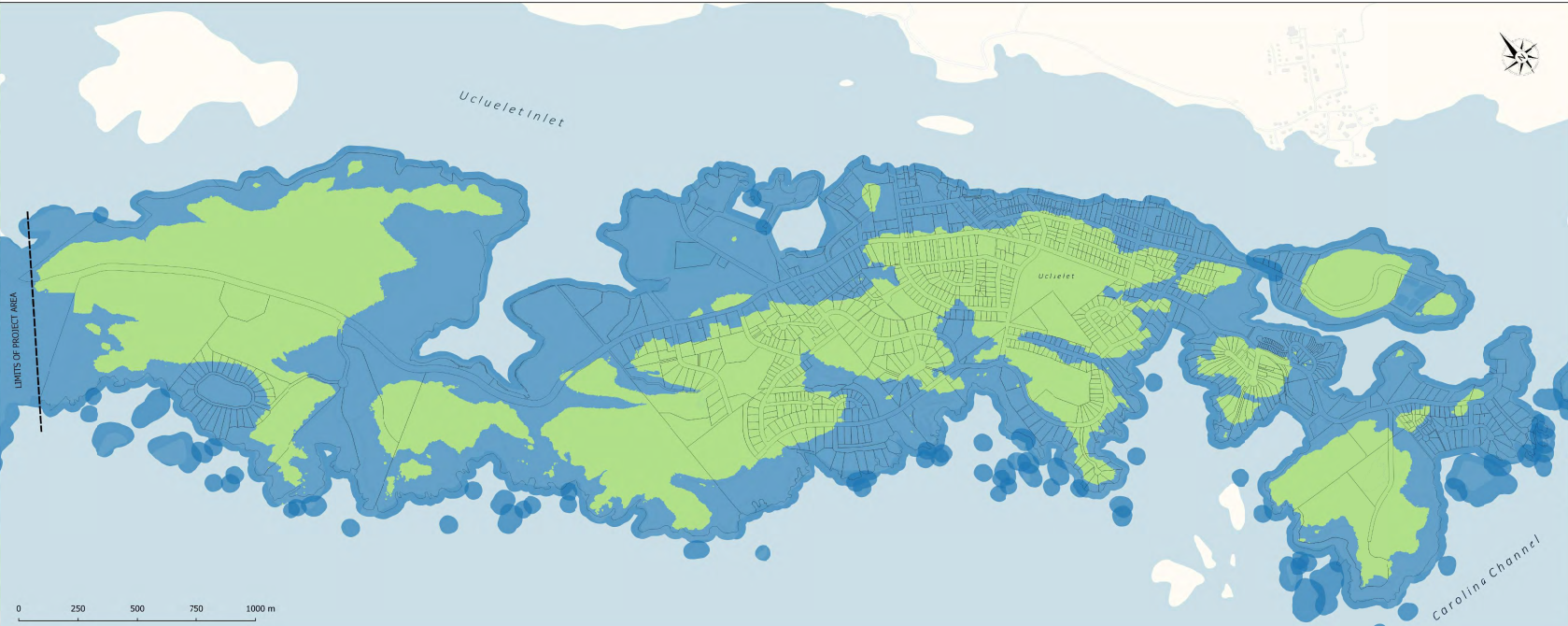
- The accuracy of the presented tsunami flood planning level is limited by available data and the modeling approach used. Please refer to the report for detailed discussions.
- This map shows results for one possible tsunami wave (including one rupture type and source). Flood characteristics and associated responses could vary based on different tsunamis.
- The accuracy of the tsunami flood planning level extent is limited by the quality of the base mapping data and DEM. The forward limits were not established on the ground by survey.
- No formal policies exist for the province for mapping of tsunami flood planning level extent. The report uses the guidance from the Cascadia Coast Research Ltd. using guidance from the Cascadia Coast Research Ltd. using guidance from the Cascadia Coast Research Ltd.
- The tsunami flood planning level extent shown on this map are for future decisions on future land use policy. Under provisions of the Local Government Act (2009), there may only take effect when adopted by bylaw or implemented via another planning tool (such as a development permit area). They therefore do not currently have any legal or planning standing.
- Flood planning extents are presented for all areas landward of the coastal stroveline layer (as provided by the District of Ucluelet (2020)), including a small buffer to ensure all areas are captured.
- Base map and parcel layers were provided by different data owners and are subject to differences.


Data Source

- Tsunami flood extents were provided by Cascadia Coast Research Ltd.
- Property lines, Shoreline layer, and Land Parcels were received from the DCU.
- Base layer used on CARTO's Position, created using derivative OpenStreetMap data - openstreetmap.org (© OpenStreetMap contributors; cartography license CC BY-SA).


References

- Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. (2020). Ucluelet Coastal Flood Mapping (Final Report).
- Aisencio Sandwell (2011). Climate Change Adaptation Guidelines for Coastal and Coastal Flood Hazard Land Use - Guidelines for the Management of Coastal Flood Hazard Land Use. Prepared for the British Columbia Ministry of Environment.
- Gao et al. Nat. Haz. (2018) 94:445–469.





DISTRICT OF UCLUELET



Coastal Flood Mapping
Tsunami

Tsunami Flood Planning Support
Map 2 / 6
Tsunami Flood Planning Level – Splay
Faulting Rupture (No Safety Factor)
G2018-S-A model, 1 m RSLR

Land Parcels


Tsunami Flood Planning Level:

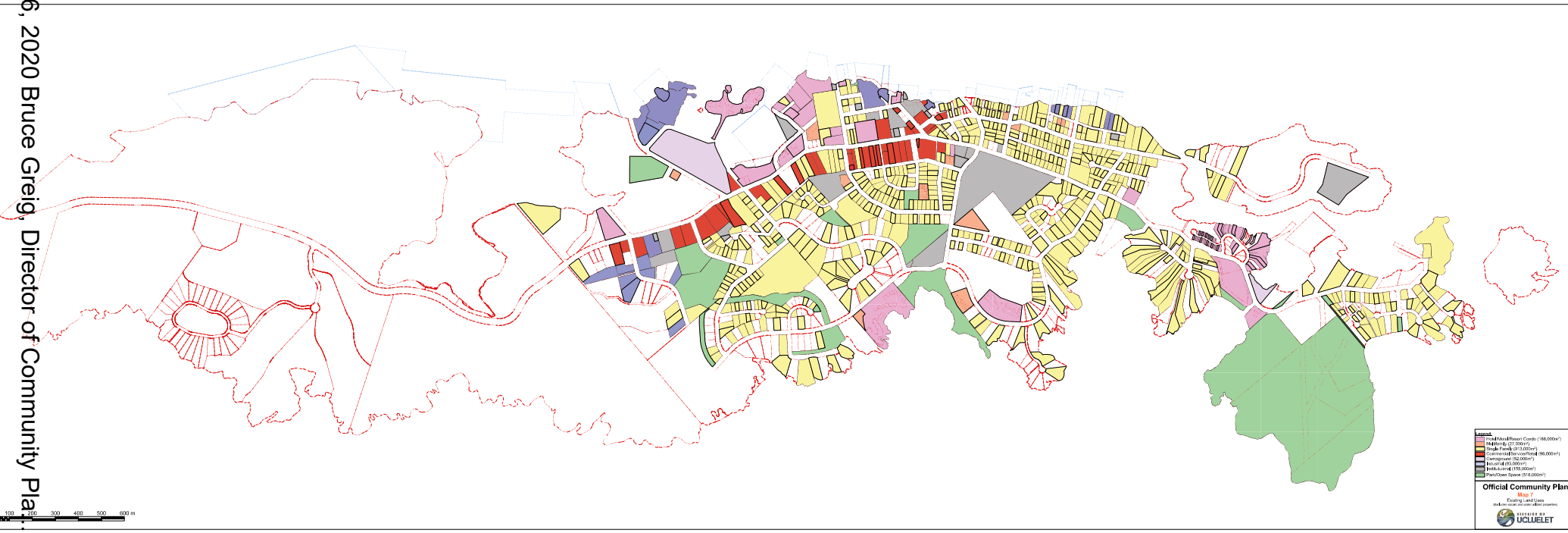
- Areas below 18 m CGVD 2013
- Areas at or above 18 m CGVD 2013

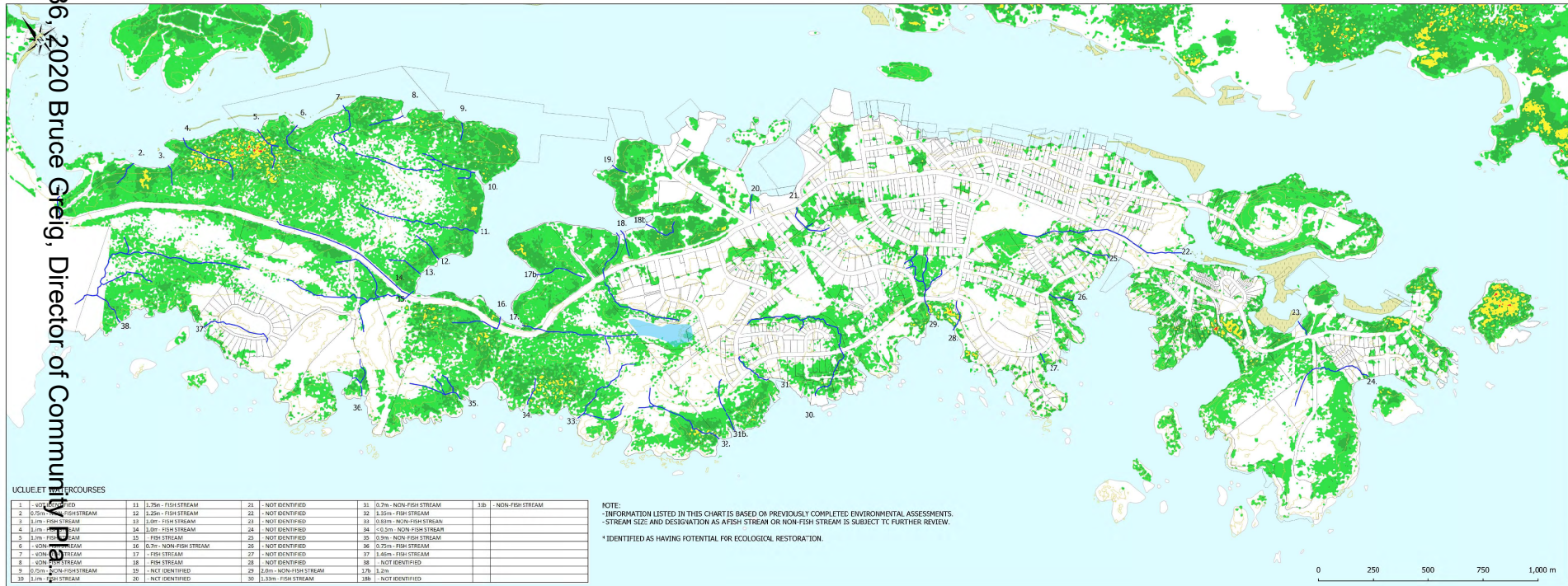
Official Community Plan

Map 6
Division Created By:
Tsunami Flood
Planning Support Map 6-6
DISTRICT OF UCLUELET

Stamp provided in original version	Issue Created: June 26, 2020
	Map Scale: 1:10,000
	Coordinate System: NAD83, UTM 10N
	Vertical Datum: CGVD 2013







Official Community Plan

**MAP 5
Environmental
Base Information**

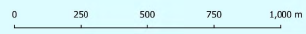
- Eel grass
 - Wetland
 - Parcel boundaries
 - Contours (5m)
 - Stream
- Tree Canopy - Height (m)**
- 10 - 20
 - 20 - 30
 - 30 - 40
 - 40 - 50
 - Over 50

This map shows environmental features based on best available information, and is not a substitute for the investigation by qualified professionals. For information on environmental Development Permit Areas refer to Schedule E.

Date: February 17, 2021

The information reported is for general reference only and is based on available sources. The District of Ucluelet assumes no liability for the accuracy of base mapping information; ground truthing on individual properties should be undertaken by qualified professionals prior to development planning.

Prepared by **cgis**



UCLUELET WATER COURSES

1	NOT IDENTIFIED	11	1.75m - FISH STREAM	21	NOT IDENTIFIED	31	0.2m - NON-FISH STREAM	38	NON-FISH STREAM
2	0.50m - FISH STREAM	12	1.25m - FISH STREAM	22	NOT IDENTIFIED	32	1.35m - FISH STREAM		
3	1.0m - FISH STREAM	13	1.0m - FISH STREAM	23	NOT IDENTIFIED	33	0.80m - NON-FISH STREAM		
4	1.0m - FISH STREAM	14	1.0m - FISH STREAM	24	NOT IDENTIFIED	34	0.5m - NON-FISH STREAM		
5	1.0m - FISH STREAM	15	FISH STREAM	25	NOT IDENTIFIED	35	0.5m - NON-FISH STREAM		
6	NON-FISH STREAM	16	0.2m - NON-FISH STREAM	26	NOT IDENTIFIED	36	0.2m - FISH STREAM		
7	NON-FISH STREAM	17	FISH STREAM	27	NOT IDENTIFIED	37	1.65m - FISH STREAM		
8	NON-FISH STREAM	18	FISH STREAM	28	NOT IDENTIFIED	38	NOT IDENTIFIED		
9	0.2m - NON-FISH STREAM	19	NOT IDENTIFIED	29	2.0m - NON-FISH STREAM	37b	1.4m		
10	1.0m - FISH STREAM	20	NOT IDENTIFIED	30	1.33m - FISH STREAM	38b	NOT IDENTIFIED		

NOTE:
 - INFORMATION LISTED IN THIS CHART IS BASED ON PREVIOUSLY COMPLETED ENVIRONMENTAL ASSESSMENTS.
 - STREAM SIZE AND DESIGNATION AS A FISH STREAM OR NON-FISH STREAM IS SUBJECT TO FURTHER REVIEW.
 * IDENTIFIED AS HAVING POTENTIAL FOR ECOLOGICAL RESTORATION.

Part Six: Implementation

Implementation

As noted in Part 1, this OCP takes a 30-year view, looking ahead to how the community of Ucluelet will evolve to the year 2050 and beyond.

An Official Community Plan is a statement of objectives and policies adopted by a local government to guide decisions on land use planning, land use management and municipal operations within the area covered by the plan.

The OCP sets out a road map for the community, to let everyone know where we're headed in the long term. The timing of individual actions and steps to implement any area of the OCP depend on future budget discussions, decisions and priorities of the community's elected Council.

Written in 2020, this plan is a complete policy document to guide the community at this point in time, but also acknowledges specific areas where further work is necessary to adjust or more clearly define the community direction and priorities.

The following work, some of which is already underway (or budgeted and scheduled), will allow the District to update this plan in the near future to provide a true "2020" vision:

- further conversation with indigenous communities;
- priority housing actions including a housing needs assessment;
- incorporating the results of a long-term land use demand study;
- review and refinement of environmental development permit areas;
- consideration of a floodplain bylaw to clarify expectations for flood construction levels;

- completion of the sewer master plan;
- completion of an integrated stormwater management plan;
- implementing asset management program;
- development of a community monitoring and reporting process

It is anticipated that the further work noted above could result in specific amendments to this OCP (e.g., adoption of new and updated mapping). The OCP is a living document and such amendments should be seen as a healthy function for an engaged community. It is generally recommended that a community review and update its OCP every five to ten years.

Monitoring

Implementation and monitoring are critical elements to realizing the goals of an Official Community Plan over the duration of the plan.

A regular monitoring process will also benefit future updates to the OCP.

Objective 6A Ensure the OCP is implemented in a timely manner consistent with the goals, objectives and policies identified herein.

Objective 6B Monitor the plan and identify any shortcomings or amendments required to address community-endorsed changes or needs.

Policy 6.1 Develop a process for monitoring and reporting progress on the OCP which dovetails with the excellent work of the Clayoquot Biosphere Trust in producing their regular Vital Signs report.

Climate Action Monitoring

The District's Annual Reporting will include a section on Climate and Energy, which will include progress updates on actions and indicators in the 2019 Climate Action Plan.

The District will track and report on the 2030 greenhouse gas emissions reduction target of 40% by 2030 based on 2007 levels, and also report on additional indicators identified in the Climate Action Plan.

Relationship to Other Plans

The OCP builds on and references a number of other plans. More detailed background, discussion and analysis can be found in these plans. The primary recommendations from these inform the policy statements adopted in this OCP.

- Transportation Plan (2011)
- Economic Development Strategy (2012)
- Harbour Plan (2012)
- Parks and Recreation Master Plan (updated 2013)
- Traffic Control Review (2013)
- Age-Friendly Action Plan (2016)
- Economic Development Strategy Update (2017)
- Clean Energy for the Safe Harbour – District of Ucluelet 100% Renewable Energy Plan (2019)
- Community Climate Change Adaptation Plan (2020)

In turn, the direction set by the OCP influences a number of bylaws enacted by Council. Adoption of a new or updated OCP is a good catalyst for reviewing and if necessary updating regulatory bylaws of the municipality. This OCP may influence minor, or in some cases significant, amendments or replacement to bylaws such as:

- Annual Budget and 5-year Financial Plan
- Council Procedures Bylaw
- Zoning Bylaw
- Development Application Procedures Bylaw
- Development Cost Charges Bylaw
- Subdivision and Development Servicing Standards Bylaw

A number of these bylaws are long in the tooth, and their review and update is supported by the policies in this OCP. The

process, timing and prioritization of this work will be the subject of strategic planning by Council and annual budget decisions.

Regional Context

The Alberni Clayoquot Regional District has not adopted a Regional Growth Strategy. A Regional Context Statement is therefore not required as part of the municipal OCP. Nevertheless, the municipality is fortunate to have a history of strong working relationships with nearby jurisdictions and will benefit from even greater cooperation in the future. Developing a local Regional Context Statement would provide an opportunity for continued dialogue and a clear statement of expectations among neighbours.

The west coast has experienced rapid visitor growth and change in recent years. Acknowledging that the entire west coast sub-region overlaps the traditional territories of Nuu-Chah-Nulth peoples and nations, a co-developed regional strategy for sustainable development will include consideration of:

- environmental resilience and diversity
- social and cultural resilience for both indigenous and non-indigenous members of the community
- carrying capacity
- equity and opportunities for the economic development aspirations of both indigenous and non-indigenous communities

This may mean throttling back on the amount, and/or adjusting the types, of development within the municipal boundaries of Ucluelet and Tofino. At the same time the benefits of keeping towns compact can include reduced impact on the environment,

efficient service delivery, and achieving the “critical mass” that can increase community energy, interactions and character. Developing a strategy to meet the needs of the environment and the aspirations of all communities will be a balancing act.

Objective 6C Consider municipal matters in the context of the whole west coast subregion and be a good neighbour to the communities of Tofino, First Nations, the Pacific Rim National Park Reserve and ACRD Electoral Area “C”.

Policy 6.2 In consultation with neighbouring jurisdictions, develop and adopt a Regional Context Statement for Ucluelet to further define the long-term role of the community within the west coast subregion.

Policy 6.3 In partnership with all neighbouring jurisdictions, develop a regional strategy for sustainable development of the west coast to meet the needs of the community and protect the ecology of this special place.

Policy 6.4 Call on the ACRD to implement the policies of the adopted South Long Beach (Area C) Official Community Plan Bylaw No. P1166, 2007, to maintain the environmental values and rural character expressed in the plan.

Policy 6.5 Explore with the ACRD options for expanded services for the west coast including the role of regional planning and regional parks to meet the needs of local communities and visitors.

Development Permit (DP) Area Designations and Guidelines

Authority

Section 488(1) of the *Local Government Act* allows local governments to designate Development Permit Areas (DPAs) for one or more of the following purposes:

- a) protection of the natural environment, its ecosystems and biological diversity;
- b) protection of development from hazardous conditions;
- c) protection of farming;
- d) revitalization of an area in which a commercial use is permitted;
- e) establishment of objectives for the form and character of intensive residential development;
- f) establishment of objectives for the form and character of commercial, industrial or multi-family residential development;
- g) in relation to an area in a resort region, establishment of objectives for the form and character of development in the resort region;
- h) establishment of objectives to promote energy conservation;
- i) establishment of objectives to promote water conservation;
- j) establishment of objectives to promote the reduction of greenhouse gas emissions.

The **form and character** DPAs, the locations of which are identified on Schedule F, are:

- Village Square (DPA I)
- Peninsula Road (DPA II)
- Industrial (DPA III)

In addition, all lands within the boundaries of Ucluelet are designated as a Development Permit Area for the regulation of form and character when being developed for:

- Multi-Family, Commercial & Mixed-Use (DPA IV)

The **environmental** DPAs, the locations of which are identified on Schedule E, are:

- Terrestrial (Mature Forest) (DPA V)
- Streams and Riparian Areas (DPA VI)
- Marine Shorelines (DPA VII)

The **hazardous conditions** DPAs, the approximate locations of which are identified on Schedule G, are:

- Steep Slopes (DPA VIII)

DPA General Guidelines

The following General Guidelines apply to DPAs:

Guideline 1 Where land is subject to more than one DPA designation, only a single development permit is required and only one permit fee will be charged. However, the application is subject to the requirements of all applicable DPAs.

Guideline 2 On existing lots that meet or are less than minimum lot area standards, the location of which limits the opportunity to fully meet development permit requirements, the development permit guidelines should be addressed to the fullest extent within the constraints of the site and lot.

Guideline 3 The District may consider issuing a development permit to supplement a bylaw or to set standards in accordance with Section 490 of the *LGA*.

Form and Character Development Permit Areas

Objective: to guide the development of a pedestrian-oriented, compact and vibrant town which maintains its coastal village character and does the following: protect important public views, create buildings at a scale which is comfortable and inviting to pedestrians, reflect and adapt to the climate and coastal weather, and acknowledge the heritage of Ucluelet.

Designation: the following Development Permit Areas (DPAs) are designated under section 488 of the *Local Government Act* to

control the form and character of the built environment within Ucluelet, to guide commercial, industrial and multi-family residential development, and development in the resort region.

The following Development Permit Areas are identified on Schedule F, Form and Character Development Permit Areas map:

- Village Square (DPA I)
- Peninsula Road (DPA II)
- Industrial (DPA III)

In addition, all lands within the boundaries of Ucluelet are designated as a Development Permit Area for the regulation of form and character when being developed for:

- Multi-Family / Commercial / Mixed-Use (DPA IV)

Development Permit Area Guidelines specify the District's objectives and regulations for each area. All developments within a designated Development Permit Area require a Development Permit to be issued by the District.

Development Permit Area Exemptions

The following are exempt from requiring a form and character Development Permit:

1. construction of a single-family dwelling unit on a property where single-family dwelling is a principal permitted use under the property's designation in the zoning bylaw.
2. development of Institutional buildings and uses - nevertheless these uses are encouraged to meet the intent of these guidelines;

3. public works undertaken or authorized by the District of Ucluelet, or provincial or federal agencies;
4. interior construction or renovations which do not affect the exterior form and character of a building;
5. renovations which do not impact the overall appearance of the exterior of a building. This would include repainting or refinishing, roof repair, replacement of windows and doors, replacement of exterior materials that comply with these guidelines, and replacement or addition of awnings. To clarify, building alterations such as the restoration or reconfiguration of a building's whole façade, or additions to the front of a building would require a Development Permit.
6. an addition to a principal building, provided that:
 - a. The value of the proposed construction is less than \$75,000; and
 - b. The proposed construction is located within a rear yard and conforms to the minimum setback requirements.
7. construction of an accessory building or structure provided that:
 - a. The value of the proposed construction is less than \$75,000; and
 - b. The proposed construction is located within a rear yard and conforms to the minimum setback requirements.
8. replacement or alteration of existing signs or canopies or the construction of new signs and canopies provided they are in full compliance with the Sign Bylaw or an existing Development Permit;
9. new landscaping and/or landscape maintenance which complies with these design guidelines; and,

10. construction, building improvements or site improvements associated with an approved temporary use permit.

General Guidelines applying to all Form and Character Development Permit Areas

All development applications need to meet the underlying objectives for the building design, landscape design, streetscape and signage (as applicable).

- F1. Building design, layout, finish and colour should be of a high quality that reflects traditional (e.g., fishing village) or contemporary West Coast architectural styles;
- F2. Larger development should be broken up into smaller components. The image of any new larger building should be as a grouping of smaller pieces. Break up building massing by articulated building faces, stepping back whole or partial upper floors, and landscaping to soften the building appearance and present a human-scale presence at the pedestrian level;
- F3. Building frontage design (any building elevation facing a public street) and associated public realm enhancement must create an attractive pedestrian environment. Considerations include:
 - Easily identifiable building entrances;
 - Narrow commercial storefronts; and
 - Concentrating signage at pedestrian eye level.



F4. Parking shall be located at the rear of lots, if possible, and screened from street view with either a structure or landscaping, or where feasible, below grade;

F5. Parking areas with more than 10 spaces should be broken into smaller groups, divided by landscaped areas and trees;

F6. Awnings, deep roof overhangs or colonnades should be incorporated into buildings to provide weather protection along sidewalks and at building entrances. These devices must be an integral part of the overall design;

F7. On corner sites, buildings must be designed with consideration for their visual prominence, potential function as landmarks and their ability to contain and define streets. Additionally, developments occurring at corner lots must consider their prominence within the streetscape hierarchy and include architectural detailing or massing which reflects this. All developments located at a corner must occupy that corner on both sides;

F8. The extensive use of blank walls, regardless of the material used, must be avoided. The visual impact of blank walls should be softened by using one or more of the following:

- Architectural details and/or articulated façade;
- Graphic or artistic illustration;
- Placement of doors and/or windows; and



- Public seating and/or planters integrated into the façade.

F9. Where adjoining properties have uses of different intensity (e.g. single family next to multi-family residential) or different types (e.g. residential next to commercial) an appropriate architectural, building and landscaping transition must be provided;

F10. Buildings should provide protection from rain (e.g. awnings, overhangs, canopies);

F11. The following exterior materials are encouraged:

- Wooden posts and beams with visible fastenings;
- Wood siding, planks, board-and-batten, shakes or shingles;
- Corrugated or standing-seam sheet metal;
- Weathering steel (e.g., Core-ten), aluminum, galvanized, zinc, copper or other non-reflective architectural metal elements,
- Finished concrete;
- Cementitious composite siding (e.g., Hardi-plank) when detailed to avoid large areas of flat panels; and,
- Limited use of brick or local stone.

F12. As part of the building vernacular, not only of Ucluelet but the BC coast in general, sloped roofs are indicative of the climate and weather of the region. Sloped roofs with an angle no less than 30 degrees (7:12 pitch) are strongly encouraged. Exceptions may be considered for flat or curved roofs for significant sites and landmark buildings displaying exceptional architectural design;



F13. Roof materials must be in keeping with the character of Ucluelet. This includes the use of cedar shake and shingle, asphalt roof tile, standing-seam or corrugated sheet metal.



F14. As a major contributor to the feel and character of the street, wood – particularly Red Cedar, is the preferred material for exterior cladding. The use of cedar shake or shingle applications is especially favoured. Cedar lap siding and vertical board-and-batten are also preferred.



F15. The use of vinyl siding, stucco, pebble dash or artificial stone is not supported.

F16. As signage contributes to the character and feel of the area, it should reflect the artistic, cultural and historical traditions of Ucluelet. Signage must complement the architecture of the development and be sized appropriately;



F17. Exterior illumination of signage (e.g., gooseneck fixtures) is encouraged;

F18. Carved or painted wooden signs and individual letters are encouraged;

F19. Interior-lit plastic sign panels are not supported;

F20. All exterior mechanical units or equipment, including roof top units, must be enclosed in a manner that is attractive and integrated with the overall design;

F21. Landscape plans submitted for a development permit shall illustrate type, size, and location of proposed planting, and shall detail all hard and soft landscaping elements to convey a comprehensive design for the site;

F22. Landscape planting schemes must provide definition and clarity within the public realm. Plant material should be used to:

- a. Define the edges of outdoor space such as a café seating area;
- b. Signify a particular spot such as an entrance or gateway;
- c. Highlight pedestrian corridors;
- d. Delineate private and semi-private space from public space;
- e. Beautify a streetscape; and,
- f. Soften the transition of adjacent land uses.



F23. Planting should be designed so that drivers' sight lines are maintained at intersections, maneuvering aisles and parking lots;

- F24. Native trees and plants should be used where appropriate;
- F25. All landscaping shall be provided in accordance with British Columbia Society of Landscape Architects /British Columbia Nursery Trade Association landscape standards;
- F26. When laying out new parking areas, integrate vegetated bioswales to collect and filter stormwater;
- F27. Hardscape materials must be of a "non-skid" type and of durable quality;
- F28. Building and site design shall take into account CPTED (Crime Prevention Through Environmental Design) principles;

- F29. Site design should show functional, screened areas for waste and recycling in appropriate wildlife-smart containers.
- F30. All developments shall respect archaeological resources and comply with all relevant statutes for the protection thereof;
- F31. When locating buildings allow space for the Wild Pacific Trail, Safe Harbour Trail and Harbour Walk within vegetated corridors along the coastline, as an integrated part of the design for properties located on the waterfront, as shown on Schedule 'C' Parks and Trails Network.
- F32. In order to preserve Ucluelet's dark skies, minimize impacts on adjacent land uses and avoid unnecessary impacts on nocturnal wildlife, outdoor lighting should be shielded so that all light is directed towards the ground.



Development Permit Area I (Village Square)

The Village Square Development Permit Area (DPA I) is established for the following purposes:

revitalizing an area in which commercial, multi-family and mixed uses are permitted; and,

establishing objectives for the form and character of development in the resort region.

The Village Square DP Area I corresponds to the area designated as Village Square in the Official Community Plan and generally surrounds Main Street, Cedar Road, Bay Street and the section of Peninsula Road in this vicinity, as shown on Schedule F; Development Permit Areas for Form and Character. The Village Square is the heart of the community, the site of the District municipal hall, Aquarium and Village Green. The square is Ucluelet’s main gathering and shopping destination. It is a compact area comprised of those lands within an approximate five-minute walk of Main Street and Peninsula Road. The Village Square has the community’s highest densities and built forms, yet is designed to respect public views and the community character.

The objectives which justify this designation include assisting in the revitalization of the Village Square and enhancing and creating form and character that befits the community’s core area. Ucluelet is designated a “resort municipality” under Provincial legislation, and seeks to distinguish itself from nearby Tofino and other resort regions through its distinctive location, historical development and local attributes, much of which is characterized by its core Village Square. The DPA guidelines are intended to strengthen a high quality and distinct character that celebrates the community’s history, culture, and natural landscape. A key strategy of the OCP is to create a vibrant and mixed-use Village Square by concentrating new retail,

service and office development in the area, complemented by specific residential uses.

Guidelines

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area I:

- F.I.1. Maintaining views of the harbour from Peninsula Road and Main Street is critical. The height of new buildings in DPA I must be carefully considered, and the building mass designed to avoid blocking views of the water from the public streets.
- F.I.2. Assessed on a site-by-site basis, general views to the harbour are to be maintained along the shoreline and include those depicted in Figure DPA 1.1 and from the north side of Peninsula Road. This may be done through considerations in building massing and height in key locations;



Figure DPA I.1 Important Views - Inlet



F.I.3. Developments shall strive to create openness, connections, or views to the waterfront areas through open spaces or pathways. New development shall avoid impeding public access to the foreshore beyond private property

boundaries;

F.I.4. New developments should enhance and connect to the network of adjacent public open spaces, walkways and trails which connect and cross through the area;

F.I.5. Properties fronting Peninsula Road and Main Street must be designed to create an eclectic, inviting and pedestrian-friendly streetscape by carefully considering scale, massing and character;

F.I.6. New buildings should be sited close (e.g. 0 to 1.5m) to the property line fronting the street, with parking located to the side or rear. Covered porches, canopies or awnings are encouraged.

F.I.7. Some variation in the location of the building frontage relative to neighbouring buildings is encouraged, which will preserve the sense of informality and allow for the creation of useful outdoor areas facing the street.

F.I.8. Zero setbacks from side property lines is supported to create a continuous pedestrian streetscape. Gaps between buildings are to be minimized; therefore, avoid

placing buildings in the middle of open cleared sites. Shared driveways accessing parking and service areas at the rear of buildings is encouraged.

F.I.9. The block bound by Peninsula Road to the south, Cedar Road to the north, Main Street to the east and Bay Street to the west should be considered for its long-range redevelopment potential. This centrally located area is well positioned to become Ucluelet's core block, having strong connective qualities to other central areas. Situated between street-oriented development, a series of alleys should lead to an internal system of courtyard and mews type developments with a mix of uses clustered around groups of existing trees and central green. Pursue opportunities for connection and access in this area as the design of the Cedar Road parking lot / pedestrian hub is developed:



F.I.10. Improve the character of the streetscape adjacent to the existing Co-op Store by:

- Retain and enhance landscaping;
- Explore improved use of the plaza space for pedestrian and vehicle movements, and visual interest;
- Reduce the width of the existing driveway access;
- Screen adjacent parking area to the north; and
- Rethink the function and character of the lane on the east side of the property.

Development Permit Area II (Peninsula Road)

The Peninsula Road Development Permit Area (DPA II), as shown on Schedule C, is established for the purposes of:

- A. revitalizing an area in which commercial, multi-family and mixed uses are permitted; and,
- B. establishing objectives for the form and character of development in the resort region.

The objectives that justify this designation include:

- assisting in the revitalization of Peninsula Road as the gateway and main approach into Ucluelet;
- improving the form and character of the area and public realm as experienced on street and public pathways;
- maintaining and improving the views and experience of the Inner Harbour from public places, as a key landmark and focal point to the image of Ucluelet;

Special conditions that warrant these DPA guidelines include the emergence of tourism and its related services alongside the district's established but changing industrial edge. Efforts to beautify Ucluelet's main streets and associated public realm need not lose sight of the town's past industrial flavour, but should become more inviting and accessible.

The entrance to town on Peninsula Road and the nearby Inner Boat Basin is an area of concentrated tourist commercial development. This means the types of activities that occur here are attractive to tourists seeking a west-coast fishing village experience. This includes developments in the form of hotel/motel or vacation rentals, tourist facilities such as information centres, galleries and specialty retail stores, but also marine-related light industrial uses that are attractive to tourists such as commercial fishermen vending straight off the dock and boat building/repairs.

Successful marinas and related retail and commercial developments are natural draws for people. Ucluelet is in a strong position to capture the vitality of the waterfront by building welcoming places that evoke the character of coastal life.

Pedestrian connectivity along Peninsula Road and around the Inner Boat Basin to the rest of central Ucluelet and the Village Square is extremely important. Having easy walking access that is both obvious (way-finding) and attractive entices residents and visitors to stroll. This type of activity engages people to meet and is good for community spirit; but it is also good for the local economy as it brings people in contact with those businesses that rely on pedestrian traffic.

As a key focal point for the District's image, the form and character described above needs to translate to the area's architecture and associated landscape and public realm. Attractive quality design which evokes the natural beauty and history of Ucluelet must be sought to achieve cohesion and continuity throughout the Inner Boat Basin. Concentrating uses and offering attractive walking routes along the main roads and along the water's edge, is also greatly encouraged.

Development Permit Area guidelines exist to promote and manage these community-led aspirations to achieve developments of high quality and character.

Guidelines

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area II:

- F.II.1. Views to the harbour from public streets, pathways and along the shoreline, generally shown on Figure DPA II.1, must be retained by adjusting building massing and height in key locations including the north side of Peninsula Road;





Figure DPA II.1 Important Views - Small Craft Harbour

F.II.2. A continuous pedestrian pathway should follow the shoreline, wherever possible, across the entire Inner Boat Basin. This pathway should continue through and connect to the Safe Harbour Trail and the Village Square.

F.II.3. Gaps between buildings are to be minimized; therefore, avoid placing buildings in the middle of open cleared sites. Shared driveways accessing parking and service areas at the rear of buildings is encouraged.

F.II.4. Buildings, structures and roads should be located to minimize alterations to treed areas and other environmentally sensitive areas;

F.II.5. Parking should be located at the rear of lots if possible and screened from street view with either a structure or landscaping, or where feasible, below grade;

F.II.6. Continuous accessible pedestrian sidewalks, planted boulevards and bicycle lanes should be provided along the length of Peninsula Road, on both sides, from Forbes Road to Marine Drive as shown on Schedules 'B' and 'C';

F.II.7. Street trees should be used along the entire length of Peninsula Road, on both sides, thereby creating a sense of enclosure and cohesion to the street;

Development Permit Area III (Industrial)

The Industrial Development Permit Area (DPA II), as shown on Schedule F, is established for the purposes of:

- A. revitalizing an area in which commercial and industrial uses are permitted; and,
- B. establishing objectives for the form and character of development in the resort region.

The objectives that justify this designation include:

- ensuring that light industrial uses do not detract from the form and character of the area or experience of the public realm in the community;
- ensure compatibility between commercial and light industrial land uses and activities in this area and adjacent parks, trails, residential and tourist commercial uses;
- maintaining and improving the views and experience of the working Harbour, and improve visibility so that people can experience and appreciate the activities of various marine industries safely from public places, as a key part of the image of Ucluelet;

Guidelines

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area III:

- F.III.1. Monolithic structures and long expanses of blank walls facing the roadway should be avoided;
- F.III.2. Landscaped screening strips should be provided:
 - Along the property edge next to roadways;
 - Between parking areas, roadways and buildings;
 - Between different parking areas; and,
 - Between buildings and parking areas.
- F.III.3. Wildlife-proof garbage and recycling containers must be provided for all new developments;
- F.III.4. Support service structures such as loading bays, storage areas and waste bins should be located to minimize visibility from view of public roads and pathways and/or screened with walls, planting, solid wooden fencing or a combination;
- F.III.5. New industrial development should be accessed, wherever possible, from secondary roads;
- F.III.6. Transitions between light industrial areas and adjacent residential or tourist commercial properties should ensure privacy and avoid the impacts of noise and glare.
- F.III.7. New Marine Industrial development should incorporate sections of the Harbour Walk and Safe Harbour Trail. It is recognized that continuous pedestrian access along the waterfront will not be possible in every location, to ensure the safe operation of marine industries and access to vessels and machinery; where trails must divert away from the shoreline provide opportunities for viewing and include signage to explain marine activities, their history and economic importance.

Development Permit Area IV (Multi-Family, Commercial, and Mixed-Use)

The Multi-Family, Commercial, and Mixed-Use Development Permit Area (DPA IV) is established for the following purposes:

- A. revitalizing an area in which commercial, multi-family and mixed uses are permitted; and,
- B. establishing objectives for the form and character of development in the resort region.

The natural beauty and rich ecological qualities of this place are of utmost value to Ucluelet, its residents, and future generations. It is these qualities – beautiful, natural, and wild – which create the character residents cherish and people from afar come to experience. The District’s objective is to make every effort to preserve and enhance this experience. The *primary* character-giving qualities of the area are:

- The immediacy of the ocean and the marine environment;
- The presence of significant stands of forest, including old-growth;
- The sights, sounds and smells of a working harbour; and,
- The human-scale, walkable, funky and welcoming village atmosphere.

These qualities result in a real sense of a town inhabiting a coastal rainforest “on the edge”.

Two general multi-family residential typologies are anticipated:

Medium Scale – Ground oriented units usually having multiple floors and are attached by way of shared walls (e.g. duplex, triplex, terrace housing, townhouses);



Higher Scale – Units are a part of a larger multi-storied shared building (e.g. apartments), but may also include townhouses and coach houses.



Mixed-use developments, particularly including ground-floor commercial with housing behind and/or above, are also expected particularly along major roads and in the centre of town.

Objectives include ensuring that new multi-family areas are compatible and complementary in form and character to adjacent traditional single-family areas. It is important to establish suitable regulations to govern this transition. As these housing types expand in Ucluelet, sensitivity around issues such as scale, height, and style must be addressed. Generally, higher scale building forms are encouraged along major roads such as Peninsula Road, with medium scale building forms providing a transition to single-family areas.

Guidelines:

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area IV:

F.IV.1. All buildings, structures and additions thereto must be designed and coordinated in a comprehensive manner considering efficient site circulation, the relationship between buildings, visual impact and design compatibility with its context;

F.IV.2. Sloped roofs, rather than flat roofs, are preferred;

F.IV.3. Where internal roadways are required, they should provide efficient circulation, encourage appropriate speed through physical design, and the pedestrian realm should be clearly defined by using alternative materials, landscaping and physical design;

F.IV.4. Buildings or groups of buildings placed adjacent to a public street must face that street (or streets), with each unit having its own individual and distinct front entry from the street. Excessive use of blank walls must be avoided;



F.IV.5. Higher scale building forms may be located along Matterson Drive and Peninsula Road. Heights up to 12m (39 feet) may be permitted;

F.IV.6. Medium scale building forms are preferred in other areas zoned for multi-family uses, to provide sensitive transitions to single family areas;

F.IV.7. Where buildings are in very close proximity to the street or other public realm feature such as a pathway or courtyard, the finished floor level of that building should be raised by two feet as a minimum, to aid in privacy;

F.IV.8. Garages and garage doors must not dominate the street-front façade of multi-family buildings. All attempts must be made to accommodate integrated parking at the side or rear of units. If garage doors *must* be placed at the front of a building, they should be well integrated and subtle in appearance;

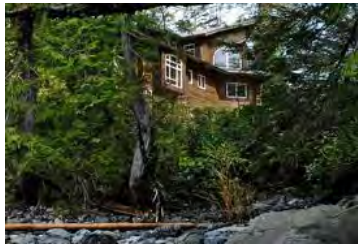
F.IV.9. Where visitor parking or common parking areas are required, small groupings of parking stalls interspersed with tree planting should be employed rather than 1 uninterrupted lot wherever possible. Native plants are preferred;

F.IV.10. Parking areas that are visible from the street and/or adjacent to residential buildings should be screened by substantial landscaping.

F.IV.11. A reasonable amount of common area must be included in all multi-family developments in the form of native landscaping, courtyards or the like;

F.IV.12. Preserving as much of the natural shoreline condition as possible, as well as the forest and its underlying shrub layer is critical to maintaining the character of the

community. All development must recognise these values and strive to minimize the adverse effects on the natural environment development can often bring. The form and character of buildings should reflect the natural beauty of the area. This can be achieved through:



F.IV.13. The sensitive siting of buildings;

F.IV.14. Producing architectural designs that are naturally inspired; and,

F.IV.15. Using materials and building methods that are inherent to the area and its natural and man-made history.

F.IV.16. New development with areas of high ground in the



District should be designed to accommodate areas for evacuation in extraordinary cases of emergency. Access, parking areas and parks or other open space at the highest points should be designed with thought to how they could double as muster points, if needed;

F.IV.17. Clear-cutting forested sites is prohibited. Developments must present plans showing tree retention and measures to ensure protection of existing significant trees and shrubs, clearly delineated limits of disturbance during construction, along with new plantings. The plans shall show pre- and post-development conditions to

prevent over-cutting. Protection of adequate root zone buffers around retained trees shall be identified by a qualified professional and shown on the plans;

F.IV.18. Mature Western Red Cedar and Sitka Spruce must be identified by a qualified arborist and, where they are determined to be healthy, preserved;

F.IV.19. The siting of new buildings, extensions to existing buildings as well as campsites and roads etc., must work sensitively around established existing vegetation and must be located to minimize alterations to the foreshore and other environmentally sensitive areas. As part of the efforts to maintain and enhance the landscape character of the area, all efforts must be made to retain landscape and ecological integrity;



F.IV.20. Minimal blacktop and hardscape paving should be used for driveways and patio areas, particularly in front yards. Gravel or grass driveways and wood decks are preferred;



F.IV.21. Architectural form and character must be site-sensitive to both the physical environment, as well as to the qualities of natural beauty in the area. Buildings should work with the natural environment on all levels;

F.IV.22. All developments must provide robust visual buffers of parking, loading and service areas by way of retained and enhanced native vegetation along all boundaries. In the case of those boundaries fronting the road, reasonable efforts must be made to retain significant trees and shrubs between driveways;



F.IV.23. Wildlife-proof garbage and recycling containers must be provided for all new developments;

F.IV.24. All waste bins must located at the rear of buildings or screened from view of public roads and pathways with solid wooden fencing.

Environmental Development Permit Areas

Objective: to guide development and use land wisely to ensure that the most sensitive environmental features of a site are protected and ecological functions are not needlessly disturbed by development activities.

Designation: the following Development Permit Areas (DPAs), identified on Schedule E, Environmental Development Permit Areas map, are designated under section 488(1)(a) of the *Local Government Act* protection of the natural environment, its ecosystems and biological diversity):

- Terrestrial (Mature Forest) (DPA V)
- Streams and Riparian Areas (DPA VI)
- Marine Shorelines (DPA VII)

Development Permit Area Guidelines specify the District’s objectives and regulations for each area.

General Guidelines Applicable to all Environmental DPAs:

- E1. For all land lying within an Environmental DP area, an assessment of the site, its natural features and the development shall be undertaken and a report prepared by a Qualified Environmental Professional (QEP) shall be submitted with the DP application;
- E2. The QEP report must contain any records listed in the BC Conservation Data Centre and must include data obtained from a search of the Ministry of Environment’s BC Species and Ecosystems Explorer for the categories

“plants and animals” and “Ecological Communities” that includes all potential red listed, blue listed, and SARA listed species along with their Conservation Framework priority.

- E3. In cases of reporting after the fact due to managing emergency situations, the applicant shall provide an environmental report certified by a Qualified Environmental Professional (QEP), describing follow-up works to restore environmentally sensitive areas which were present prior to the emergency.
- E4. For all non-emergency circumstances, the applicant shall provide an environmental report certified by a Qualified Environmental Professional (QEP). The report must include:
 - a. A site plan certified by a B.C. Land Surveyor that locates:
 - i. the proposed development relative to DPA boundaries shown on Schedule E and property lines;
 - ii. the environmental sensitive areas as defined under the general definitions and any other significant or rare species or species assemblages found in the DPA as identified by the QEP;
 - iii. the applicable buffer or setback recommended by the QEP to separate the proposed development from the environmentally sensitive feature.
 - b. For activity or construction within the stream channel, documentation of Provincial and Federal approval, with supporting technical reports.

- E5. If the QEP report identifies environmentally sensitive areas (ESAs) not shown on Schedule E, then the applicant and the District shall treat those values as if they are shown on Schedule E for the purposes of applying requirements of the more specific environmental DPAs.
- E6. If the QEP report confirms that an environmental value relating to a DPA shown on Schedule E is not present or does not affect the subject property, then the applicant and the District shall treat the property as though it is not in the applicable DPA. This includes the case where a QEP determines that there is a physical barrier between the environmental feature and the subject property that creates a functional separation between the two.
- E7. Clustering of density is encouraged as a means for preserving environmentally sensitive areas.
- E8. For all projects that involve development within an ESA, the District shall require the applicant to post security at 125% of the cost of protection and/or restoration works.
- E9. The District may, as part of the development permit, vary the setback requirements from an ESA where it can be demonstrated in a less than desirable existing situation that a “net positive improvement” for fish or wildlife habitat will result, or, in a more desirable existing situation that “no net loss” will result, subject to municipal, Provincial and or Federal agency review and comment. Any reduction of setback distances within an ESA shall occur in accordance with the findings and recommendations of the technical/environmental report.

Development Permit Area Exemptions

The following are exempt from requiring an environmental Development Permit. Despite the exemption provisions, owners must also satisfy themselves that they meet the requirements of any applicable federal or provincial regulations:

1. Development that is shown to be outside of all designated DPAs on a plan prepared by a registered BC Land Surveyor.
2. Interior or structural exterior alterations, renovations or repair to a permanent building or structure on an existing foundation to an extent that does not alter, extend or increase the building’s footprint or height.
3. Planting or replanting of native trees, shrubs or ground cover for slope stabilization, habitat improvement, soil stabilization and/or erosion control.
4. Routine maintenance of existing landscaping, lawn, paths or developed areas.
5. Actively manage priority invasive plants and noxious weeds listed on the Coastal Invasive Species Committee website www.coastalisc.com/priority-invasive-plants.
6. The removal of trees determined by a Certified Arborist or Registered Professional Forester, or another professional certified to do tree-risk assessments, as presenting an imminent safety risk.
7. Stream enhancement and fish and wildlife habitat restoration works carried out under provincial or federal approvals or notifications, and on provision of evidence of such approvals to the District.
8. Emergency procedures to prevent, control or reduce immediate threats to life or property including:

- a. emergency actions for flood protection and erosion protection;
 - b. removal of hazard trees characterized by a Certified Arborist;
 - c. clearing of an obstruction from bridge, culvert or drainage flow;
 - d. bridge and safety fence repairs in accordance with the *Water Act*;
 - e. pruning trees where a minimum of 60% of the original crown of any tree is retained to maintain tree health and vigour as prescribed by a Certified Arborist.
9. Public works and services constructed by or on behalf of the municipality, or by provincial or federal agencies, following best management practices.
10. Forestry activities on private lands that are managed under the *Private Managed Forest Land Act*.
11. Activities permitted by the provincial government on provincial Crown lands.
12. Paths for pedestrian use up to 1.5 metres in width provided all of the following are satisfied:
- a. Constructed exclusively of previous natural materials with no concrete, asphalt, or pavers;
 - b. Do not entail structural stairs;
 - c. Entail no removal of streamside or shoreline vegetation;
 - d. Do not impair stream bank or shoreline stability;
 - e. Do not impact sensitive habitat;
 - f. Avoid wildlife corridors and nesting sites; and
 - g. Are specifically designed to discourage motorized vehicle use.

13. Development in sites which have been previously assessed and where a Section 219 Restrictive Covenant has already been registered on the title of the property identifying areas and measures necessary to protect environmental values.

DPA V – Terrestrial Ecosystems (Mature Forest)

Category

In accordance with Section 488(1)(a) of the *LGA*, the District establishes objectives for the protection of the natural environment, ecosystems and biological diversity. These areas are designated as DPA V, generally as shown on Schedule E.

Justification

This Development Permit Area includes mature forests and wildlife habitat that could be subject to degradation due to development or harmful uses. Ucluelet is home to rich plant and animal habitat due to the peninsula’s interface between the terrestrial and marine environments. The ecosystems here are a complex and fragile array of diverse flora and fauna which depend on the health and resources of the ocean and temperate rainforest. Forest health and age is a critical component of the natural life and biodiversity of the area. There are also high aesthetic values in mature forest areas.

Guidelines

- E.V.1. Development should be planned to avoid intrusion into DPA V areas of the site and to minimize the impact of any activity on these areas.
- E.V.2. Development permit applications that encroach on areas designated as DPA V should include a report prepared by a qualified environmental professional outlining the following information:

- a. detailed site plan (1:250 or larger) identifying the location of property lines, proposed development and natural features including any Sitka Spruce, krummholz tree forms, nesting trees or wildlife corridors;
- b. an impact statement describing effects of proposed development on the natural features and ecosystems on the site;
- c. measures necessary to avoid wildlife conflict and any adjustments to the development plan where necessary to avoid established wildlife corridors;
- d. guidelines and procedures for mitigating habitat degradation including limits of proposed leave areas;
- e. recommendations for timing, construction standards, and where further assessment is necessary (e.g., seasonal nesting bird surveys),
- f. habitat compensation alternatives, where compensation is approved.

DPA VI - Stream and Riparian Areas Protection

Category

In conformance with the objectives of the provincial *Fish Protection Act*, the District wishes to ensure sufficient water for fish, to protect and restore fish habitat, and to improve riparian protection and enhancement. Therefore, pursuant to Section 488(1)(a) of the *LGA*, the District designates all riparian areas as DPA VI: Riparian Areas Protection.

DPA VI areas include the lands within 30 metres of streams and watercourses and include watercourses, lakes, streams, ponds and wetlands identified as fish-supportive habitat or connected to watercourses:

a) for a stream, a 30-metre strip on both sides of the watercourse measured from the high-water mark; and,

b) for a ravine less than 60 metres wide, a strip on both sides of the stream measured from the high-water mark to a point that is 30 metres beyond the top of the ravine bank.

For purposes of clarity, the above descriptions should be relied upon rather than the riparian areas shown on Schedule E. The latter is intended as a visual aid to help locate these areas. Within the Plan area, “stream” includes all named and unnamed watercourses, ponds, and wetlands.

Justification

The natural environment is a significant feature of the Plan area. It includes wet aquatic ecosystems that consist of and surround watercourses: streams, ponds, wetlands and in some cases, ditches. Some of these ecosystems may only be wet during the winter months, drying up in the summer. The geography and vegetation that surrounds, protects and interacts with the aquatic environment is called the riparian area.

Together, the water and the riparian area form aquatic habitat which are critical for the survival of fish, fish supportive processes and are important to maintain biodiversity and essential for many species. Unnecessarily disturbing these sensitive and important aquatic environments may harm their vitality and the ecological services they provide and can have downstream consequences on fish habitat.

Aquatic ecosystems are also critical for the survival of wildlife and form necessary travel corridors between habitats. Water is an important part of maintaining biodiversity and is essential for many species. Many rare species are associated with aquatic environments. Aquatic ecosystems are natural water purifiers and pollution filtration systems. Healthy aquatic ecosystems have a capacity to retain stormwater runoff, maintain water quality by reducing levels of sediment, nutrients and contaminants in outflow water, to slow water flow and to prevent erosion.

A development permit is required for any development within DPA VI to ensure that the ecological values of sensitive riparian and wetland habitats have been considered prior to development, and that measures will be taken to limit or avoid damage to these ecosystems. The objectives of having these Development Permit requirements include:

- Planning and guiding new development in a manner that preserves and protects fish and fish supportive processes, fish habitat and sensitive aquatic ecosystems;
- Protecting, restoring and enhancing fish and fish supportive processes, fish habitat and sensitive aquatic ecosystems in a relatively natural state while supporting adjacent land uses;
- Meeting the objectives of the *Fish Protection Act*; and
- Protecting water quality and quantity.

Guidelines

E.VI.1. Development or alteration should be planned to avoid intrusion into DPA VI areas of the site and to minimize the impact of any activity on these areas.

E.VI.2. Development permit applications that would encroach on areas designated as DPA VI should include a report prepared by a qualified environmental professional outlining the following information:

- a. detailed site plan (1:250 or larger) identifying the natural boundary and a line 30 metres from the natural boundary;
- b. an impact statement describing effects of proposed development on the natural conditions;
- c. measures deemed necessary to protect the integrity of streamside protection and enhancement areas from the effects of development;
- d. guidelines and procedures for mitigating habitat degradation including limits of proposed leave areas; and,
- e. habitat compensation alternatives, where compensation is approved.

E.VI.3. Development permit applications should include a vegetation management plan indicating the extent of proposed buffer areas and the proposed management of vegetation in these areas.

E.VI.4. Based on the biophysical assessment of the site within an area designated DPA VI, works or protective measures such as the planting or retention of trees or vegetation may be required to preserve, protect, restore or enhance stream, watercourses, fish habitat or riparian areas.

E.VI.5. In the absence of a report from a qualified environmental professional, a minimum buffer of 30 metres should be preserved between the high water mark of the watercourse and any building or structure.

- E.VI.6. The total amount of impervious cover on property adjacent to a watercourse should minimize impact on the receiving aquatic environment. Consideration should be given to reducing impervious cover through reduction in building footprint and paved areas, exceeding the minimum riparian setback where feasible, and use of on-site infiltration.
- E.VI.7. The construction of a small accessory building such as a pump house, gazebo, garden shed or play house may be permitted if all the following apply:
 - a. The building is located within an existing landscaped area;
 - b. No native trees are removed; and
 - c. The area of the structure is not more than 10 m².

DPA VII – Marine Shoreline

Category

In accordance with Section 488(1)(a) of the *LGA*, the District establishes objectives for the protection of the natural environment, its ecosystems and biological diversity. These areas are designated as DPA VII, generally as shown on Schedule E.

Justification

This Development Permit Area includes shoreline waters and natural fish and wildlife habitat that could be subject to degradation due to development or harmful uses. Shoreline areas and beaches may contain unstable slopes and soils subject to erosion, land slip and rock falls. In addition, the tidal

waters are habitat to a wide range of fish, wildlife, and plant species: eelgrass, in particular, is highly sensitive to negative impacts from intensive uses or development. There are also high aesthetic values along shoreline areas.

Guidelines

- E.VII.1. This DPA applies to all lands within 30 metres, measured horizontally in both landward and seaward directions, from the natural boundary of the ocean.
- E.VII.2. Unless otherwise exempt, prior to undertaking any development on the lands within DPA VII, the owner of the lands must obtain a Development Permit, the application for which must include an assessment report that has been prepared by a Qualified Environmental Professional, with demonstrated experience regarding the subject matter. The assessment report will identify how the proposed development will affect aquatic resources, and recommend measures to reduce or mitigate any negative impacts, such as the:
 - i. Appropriate siting of buildings, structures, roads, driveways, parking areas, trails, paths, and utilities;
 - ii. Retention or restoration of native vegetation and soils;
 - iii. Removal of invasive species;
 - iv. Designation of buffer areas to protect environmentally sensitive features or habitat;
 - v. Specification of any activities that may occur within the buffer areas; and
 - vi. Must state that the proposal is suitable for the area intended for development.
- E.VII.3. Land shall be retained in its natural state where possible, preserving indigenous vegetation and trees. If an adequate suitable building envelope exists on a parcel

outside of the DPA, the proposed development should be directed to that site or area. Encroachment into the DPA shall only be permitted where the applicant can demonstrate that the encroachment is necessary to protect environmentally sensitive features, due to hazardous conditions or topographical considerations, or to relate the development to surrounding buildings and structures.

- E.VII.4. The removal of trees and vegetation within DPA VII is discouraged and must be limited to only those areas that must be cleared to support the development. Any clearing required to accommodate roads, buildings, structures, and utilities, with the exception of necessary hydraulic, percolation, or geotechnical testing, shall not occur until after the issuance of a Development Permit to minimize the potential for soil erosion, runoff and spread of invasive species.
- E.VII.5. Shoreline stabilization devices are not supported on parcels that are not subject to active erosion nor are they supported on parcels that erode more rapidly as a result of vegetation removal that is not recommended or supervised by a Qualified Coastal Professional.
- E.VII.6. Shoreline stabilization devices are supported where a Qualified Coastal Professional, with experience to advise on such matters, has determined that a softer approach to shoreline stabilization such as vegetation enhancement, upland drainage control, biotechnical measures, beach enhancement, tree anchoring or gravel placement are not appropriate given site-specific conditions.
- E.VII.7. Shoreline stabilization devices are only permitted for the protection of existing structures when threatened by erosion due to natural forces as recommended by a

Qualified Coastal Professional and must be located entirely within the property boundary. New development and structures should be sited to avoid the need for shoreline stabilization devices over the expected lifespan of the structure.

- E.VII.8. The assessment for siting a shoreline stabilization device prepared by a Qualified Coastal Professional must include:
 - a. Assesses the risk of erosion on the subject property and the suitability of the subject property for a shoreline stabilization device;
 - b. Analyses of the potential impacts on coastal geomorphologic processes as a result of installing or not installing the device;
 - c. Analyses of the potential impacts on adjacent properties as a result of installing and not installing the device;
 - d. Recommendation measures to ensure that the subject property is protected while mitigating potential negative impacts on marine riparian areas, coastal geomorphologic processes or neighbouring properties.
- E.VII.9. Shoreline stabilization measures, pilings, floats, wharves and other structures which disrupt light penetration to the water column or obstruct public access to the foreshore are discouraged.
- E.VII.10. Impervious surfaces, including materials to construct docks and wharves, shall be kept to a minimum.
- E.VII.11. Parking areas should be equipped with oil/water separators and be landscaped to absorb runoff, and proof of a maintenance program for these will be provided.

- E.VII.12. New piers, docks and ramps shall be allowed only for water-dependent uses or for public access, and only permitted when the applicant has demonstrated that a specific need exists to support the intended water-dependent use.
- E.VII.13. Docks and wharves shall not extend over marshes or other productive foreshore areas, including critical areas such as eelgrass and kelp beds, shellfish beds, and fish habitats. Wharves shall not, in any case, extend over the water beyond the mean low-water mark, except as necessary to access floats or for public viewing access. Construction which minimizes disturbance of shoreline sediments and enables light penetration is encouraged.
- E.VII.14. Piers on pilings and floating docks are preferred over solid-core piers or ramps.
- E.VII.15. Boat launch ramps are discouraged and will only be considered for shared or public use, and only where they can be located on stable, non-erosional banks where a minimum amount of substrate disturbance or stabilization is necessary.
- E.VII.16. Structures in contact with the water shall be constructed of stable materials, including finishes and preservatives that will not degrade water quality.
- E.VII.17. All docks shall be constructed so that they do not rest on the bottom of the foreshore at low water levels.
- E.VII.18. Any plastic foams or other non-biodegradable materials used in construction of floats and docks shall be encased to prevent escape into the natural environment.
- E.VII.19. Piers should use the minimum number of pilings necessary, with preference to large spans over more pilings.

- E.VII.20. Piers should be constructed with a minimum clearance of 0.5 m above the elevation of the natural boundary of the sea.
- E.VII.21. Preference is given to the placement of mooring buoys and floats instead of docks.
- E.VII.22. New shoreline residential development of two or more dwellings shall provide joint use or community dock facilities rather than individual docks for each residence.
- E.VII.23. No more than one facility for mooring boats shall be located on or fronting any single parcel.
- E.VII.24. The consideration of the issuance of a Development Permit by the District in no way exempts the property owner from obtaining all necessary permits and approvals from provincial and federal agencies.

DPA VIII– Natural Hazard Areas Protection (Steep Slopes)

Category

In accordance with Section 488(1)(b) of the *LGA*, areas of steep slopes with an incline of 30 degrees or more are designated as DPA VIII, as shown on Schedule G.

Justification

Ucluelet experiences significant rainfall and storm events; soils on steeper slopes carry a higher hazard of failure from the effects of runoff and erosion, once disturbed or exposed by development.

Steep slopes tend to constitute high-risk areas for erosion and slippage if the tree cover is substantially altered. Potentially hazardous conditions on steep slopes may be avoided if adequate tree cover is retained and surface water runoff is minimized.

In order to protect development from these hazardous conditions, development permits are required for areas designated as DPA VIII.

Exemptions

The following development is exempted from the requirement to obtain a development permit for Hazardous Conditions:

In a steep slope area:

1. Development, where a geotechnical report has been received in conjunction with an application for building permit or subdivision approval.
2. Erecting fencing;

For trees:

3. Cutting down dead trees provided that the stump and roots remain undisturbed;
4. Planting new trees;
5. Removal of trees where the tree trunk diameter is less than 5cm (measured 1m from the base); and,
6. Where the tree trunk diameter is greater than 5cm (measured 1m from the base) pruning and limbing of trees provided a Certified Arborist provides a written opinion stating that the activity will not kill the tree.

Domestic yard maintenance, gardening and planting, including:

7. Planting new vegetation and maintaining existing vegetation through mowing, pruning, and similar activities;

8. Removing any dead vegetation provided the root structure is not disturbed; and

9. Removing any vegetation with stem diameter less than 5cm (measured 1m from the base), and not resulting in areas of exposed soil on a steep slope.

Guidelines

- E.VIII.1. The development or alteration of land, buildings and structures should be planned to avoid intrusion into DPA VIII areas and to minimize the impact of any activity on these areas.
- E.VIII.2. Prior to any development or alteration of land within DPA VIII areas, a development permit application must be issued that includes an assessment or report by a qualified, licensed professional engineer or other qualified professional addressing the following:
 - a. Contain a description of the methodology and assumptions used to undertake the assessment. The methodology should be described in sufficient detail to facilitate a professional peer review.
 - b. Identify any hazards which may affect the safe development of the land including, but not limited to:
 - i. flooding;
 - ii. slopes with an incline of 30 degrees or more;
 - iii. subsidence; and
 - iv. ground water flows.
 - c. Identify the location of all proposed buildings or development sites by specifying setback distances from a natural boundary, property boundary or feature or

hazard area. Areas depicted on maps must be delineated with sufficient accuracy and detail to allow the preparation of a legal reference plan for attachment to a restrictive covenant.

- d. Where applicable, flood construction levels should be provided by prescribing an elevation above the natural boundary of the sea or watercourse or natural ground elevation at the building site, or by specifying a geodetic elevation, or by a combination of both.
- e. An application should identify the location of all proposed buildings and structures on the development site and specify the setback distances from the natural boundary, property boundary, land features, and hazard areas.
- f. The applicant should consider the suitability of the land to accommodate the use intended.
- g. Plans should establish a safe setback line from any watercourses and shorelines to protect the land, buildings and inhabitants from the risk of injury or damage that may, in the opinion of an engineer or qualified professional, be caused by the hazards of flooding, erosion, subsidence earthquake, mud flows or any combination thereof.

E.VIII.3. The professional’s recommendations and the conclusion of the report should:

- a. acknowledge that the Approving Officer may rely upon the report when reviewing subdivision applications and/or that the District may review the report prior to making land development decisions;
- b. certify that the land is safe for the use intended, with probability of a geotechnical failure, flooding or any other substantial hazard resulting in property

damage of less than two per cent (2%) in 50 years or as specified by the most recent edition of the “APEGBC Guidelines for Legislated Landslide Assessments for Residential Developments in BC”;

- c. identify any deficiency in the location or design of the buildings, the proposed water, sewer, drainage, access and road works or the construction standards intended for the development;
- d. prescribe the geotechnical works and any changes in the standards of the design of the development which are required to develop land, buildings, structures and infrastructure safely for the use intended and to maintain the safety of the land, buildings, structures and infrastructure as a condition of the approval of the development; and
- e. where mitigation works and actions are proposed, describe the effects that the proposed works and actions may have on other properties, including public infrastructure or lands.

E.VIII.4. Where mitigation works and actions designed to reduce hazards or impacts are contemplated, the applicant’s professional engineer should confirm that the works and actions will be acceptable to local government, and that they would meet regulatory requirements, prior to completing the report and a detailed design.

E.VIII.5. where mitigation works and actions are proposed, the qualified professional should identify whether ongoing maintenance or periodic replacement measures are necessary, and specify what ongoing measures are necessary for the property to remain safe for its intended use.

E.VIII.6. Plans should include the retention of significant stands of trees, as well as native vegetation, within DPA VIII areas, as recommended by a QEP.

A note on Flood Hazards:

This OCP bylaw does not designate Development Permit areas for protection from coastal flooding; the District has commissioned detailed flood risk mapping and exercises its ability to require professional assessment and certification of construction under section 56 of the *Community Charter*. Map 4 shows minimum Flood Construction Levels for detailed reaches of the shoreline of the Ucluth Peninsula.

Lands in the vicinity of the coastal shoreline can be susceptible to flood hazard and, in certain areas, to erosion or sloughing. Lands that are or may be flooded represent a hazardous condition for people and permanent structures.

One of the effects of climate change is a rise in sea level. While experts using the best available science are still grappling with a range of possible impacts, current expectations are that the sea level on the west coast of Vancouver Island will rise somewhere in the vicinity of one metre by the year 2100. Any development along the coastline must take this into consideration in an attempt to anticipate and minimize any negative impacts that rising sea levels may have on the built environment and the safety of residents.

The west coast of Vancouver Island, identified as Zone C by the provincial Ministry of Public Safety and Solicitor General, is also a high-risk seismic zone, known to be vulnerable to flooding in the event of a tsunami. The District wishes to protect the community against the loss of lives and to minimize property damage, injury

and trauma associated with flooding events. Maps 5 and 6 show Tsunami Flood Vulnerability and Tsunami Flood Planning areas.

It is District policy that it is in the public interest for new subdivisions and developments to be planned to avoid areas of potential flood risk. Many of these areas are also of great habitat value and natural beauty, and have been incorporated into the potential future parks and open spaces shown on Schedules A and C.

Enforcement

No person shall do any act or suffer or permit any act or thing to be done in contravention of the Development Permit Area Designations and Guidelines adopted in Part 6 of this bylaw.

Every person who violates any of the provision of this bylaw, or who suffers or permits any act or thing to be done in contravention of this bylaw, is liable on summary conviction to a fine of not more than ten thousand dollars (\$10,000.00) and costs, including the costs of the committal and conveyances to the place of imprisonment, for each offence, and in default of payment therefore, to imprisonment of a term not exceeding six (6) months in jail, and each day that such violation is permitted to continue shall be a separate offence.

The Bylaw Enforcement Officer is authorized to inspect all work regulated by Development Permit Area designation under this bylaw, and compel and require compliance with the provisions of this bylaw. No person shall prevent or obstruct, or attempt to prevent or obstruct, the Bylaw Enforcement Officer, or any other employee of the District authorized to enforce the provisions of this bylaw.

A person who fails to comply with an order or notice issued by a Bylaw Enforcement Officer who allows a violation of this bylaw to continue, despite that order or notice, commits an offence.

A Bylaw Enforcement Officer may order the cessation of work that is proceeding in contravention of this bylaw by posting a Stop Work notice on the site of the work.

The Owner of property on which a Stop Work notice has been posted, and every other person, shall cease all construction or

development work immediately and shall not do any work on the property, except for such work as is necessary to remedy the reasons for the Stop Work notice with the agreement of the Bylaw Enforcement Officer, until all applicable provisions of the Development Permit Area Guidelines of this bylaw are substantially complied with and the Stop Work notice is rescinded in writing by a Bylaw Enforcement Officer.

Ticketing

Tickets for offences against the Development Permit Area Designations and Guidelines of this OCP bylaw may also be issued in accordance with the Municipal Ticket Information Bylaw in force at the time of the offence.

Part Seven: Appendices

Boilerplate (required content, legislation)

The purpose of the Official Community Plan (OCP) is to provide a long-term vision for the District of Ucluelet. It sets out broad objectives and policies that will guide planning and land use decisions within the District, while respecting the community's existing character.

The OCP charts a growth management course that supports Ucluelet's quality of life, enhances economic prosperity and advances environmental sustainability.

The Province of British Columbia's *Local Government Act* provides the authority and direction for the preparation of the Official Community Plan. Once adopted as a bylaw, an Official Community Plan has a legal status that requires that all subsequent bylaws enacted and works undertaken be consistent with the plan.

This Official Community Plan replaces the previous Official Community Plan, adopted in 2011.

Section 473 of the *Local Government Act* requires that an OCP include statements and map designations for the area covered by the plan for the following:

- the approximate location, amount, type and density of residential development required to meet anticipated housing needs over a period of at least 5 years;
- the approximate location, amount and type of present and proposed commercial, industrial, institutional, agricultural, recreational and public utility land uses;
- the approximate location and area of sand and gravel deposits that are suitable for future sand and gravel extraction;

- restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development;
- the approximate location and phasing of any major road, sewer and water systems;
- the approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal site;
- housing policies of the local government respecting affordable housing, rental housing and special needs housing;
- targets for the reduction of greenhouse gas emissions in the area covered by the plan, and policies and actions of the local government proposed with respect to achieving those targets;

Section 474 of the *Local Government Act* allows that an OCP may also include statements on the following:

- policies of the local government relating to social needs, social well-being and social development;
- a regional context statement, consistent with the rest of the plan, of how matters referred to in a regional growth strategy, and other matters dealt with in the plan, apply in a regional context;
- policies of the local government respecting the maintenance and enhancement of farming on land in a farming area or in an area designated for agricultural use in the plan;
- policies of the local government relating to the preservation, protection, restoration and enhancement of

the natural environment, its ecosystems and biological diversity.

An OCP may also include general statements on matters outside the jurisdiction of a local government, dealing with issues of advocacy or general interest.

Planning Process

The Village of Ucluelet was incorporated in 1952 and became a District Municipality in 1997. The community adopted its first Official Community Plan (OCP) bylaw in 1971. The history of OCP's in Ucluelet is as follows:

- OCP Bylaw No. 235 (1971)
- OCP Bylaw No. 407 (1981)
- OCP Bylaw No. 498 (1988)
- OCP Bylaw No. 772 (1998)
- OCP Bylaw No. 900 (2004)
- OCP Bylaw No. 1140 (2011)

A review of the Ucluelet OCP bylaw was initiated by Council in 2016.

From 2016 through 2018 the District, along with students and faculty from Vancouver Island University's (VIU) Master of Community Planning program, collected community opinions on the OCP and the broad range of issues of interest to the community. A series of public engagement activities and events were held during this time, including "planning on the streets" events, pop-up planning workshops, stakeholder workshops with community groups and classes from the local schools. A three-day public consultation blitz in the spring of 2018, culminating in a large public open house, connected with 256 local residents.

Council initially received the draft OCP bylaw in September of 2018, at which point the bylaw received first reading. The 2018 municipal election, focus on pressing affordable housing issues and a robust community debate on new non-medical cannabis retail regulations – and then the onset of a global pandemic – all

Population Projections (low, medium and high growth projections):

Figure 2: Estimated and Projected Population, West Coast Region, 2015 - 2050



Source: Envrionics, 2020, BC Stats, and custom projections

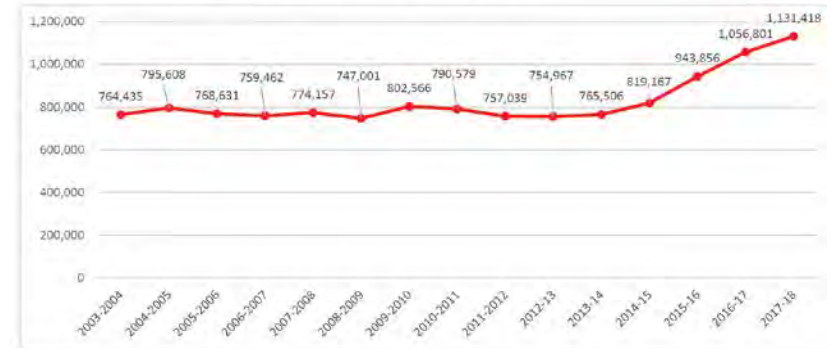
Annual visitors

Figure 7: Average Annual Daily Traffic on Tofino-Ucluelet Hwy South of Ucluelet Junction, 2009 - 2019



Source: Ministry of Transportation and Infrastructure, 2020

Figure 14: Visitors, Pacific Rim National Park Reserve (Long Beach), 2003 - 2018



Source: Parks Canada, 2019

Definitions

“Bylaw Enforcement Officer”: means the Chief Administrative Officer of the District of Ucluelet and her or his designate.

“Development” includes:

- a) Removal, alteration, disruption, or destruction of vegetation;
- b) Disturbance of soils;
- c) Construction or erection of buildings and structures;
- d) Creation of non-structural impervious or semi-impervious surfaces;
- e) Flood protection works;
- f) Construction of roads, trails, docks, wharves, and bridges;
- g) Provision and maintenance of sewer and water services;
- h) Development of drainage systems;
- i) Development of utility corridors; and
- j) Subdivision as defined in the *Local Government Act*.

“Qualified Environmental Professional” (QEP): means an applied scientist or technologist, acting alone or together with another qualified environmental professional, if:

- 1) the individual is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under the association’s code of ethics and subject to disciplinary action by that association;
- 2) the individual is acting within that individual’s area of expertise; and,
- 3) the individual is acceptable to the District of Ucluelet.

With respect to item 2), above:

a) for Riparian Development Permit Areas: the individual’s area of expertise is recognized in the BC Riparian Areas Regulation assessment methods as one that is acceptable for the purpose of providing all or part of an assessment report in respect of that development proposal;

b) for Marine Shoreline Development Permit Areas, coastal and shoreline erosion aspects: a coastal geomorphologist, or a marine or metocean engineer with experience in coastal zone engineering; other professionals with experience in coastal processes and soft shore restorations may be considered on a case-by-case basis.

c) for Hazardous Conditions Development Permit Areas: a professional engineer with experience in geotechnical and slope stability engineering, or in flood protection design as the project may warrant.

Per the *Riparian Areas Protection Regulation* BC Reg 178/2019, s 21, a QEP may be:

- (i) an agrologist;
- (ii) an applied technologist or technician;
- (iii) a professional biologist;
- (iv) a professional engineer;
- (v) a professional forester;
- (vi) a professional geoscientist;
- (vi.1) a registered biology technologist;
- (vii) a registered forest technologist,

Stream: means the same as defined under the *Riparian Areas Protection Regulation*.

United Nations Declaration on the Rights of Indigenous Peoples

(Resolution adopted by the General Assembly on 13 September 2007)¹

The General Assembly,

Guided by the purposes and principles of the Charter of the United Nations, and good faith in the fulfilment of the obligations assumed by States in accordance with the Charter,

Affirming that indigenous peoples are equal to all other peoples, while recognizing the right of all peoples to be different, to consider themselves different, and to be respected as such,

Affirming also that all peoples contribute to the diversity and richness of civilizations and cultures, which constitute the common heritage of humankind,

Affirming further that all doctrines, policies and practices based on or advocating superiority of peoples or individuals on the basis of national origin or racial, religious, ethnic or cultural differences are racist, scientifically false, legally invalid, morally condemnable and socially unjust,

Reaffirming that indigenous peoples, in the exercise of their rights, should be free from discrimination of any kind,

Concerned that indigenous peoples have suffered from historic injustices as a result of, inter alia, their colonization and dispossession of their lands, territories and resources, thus

¹ See Official Records of the General Assembly, Sixty-first Session, Supplement No. 53 (A/61/53), part one, chap. II, sect. A.

preventing them from exercising, in particular, their right to development in accordance with their own needs and interests,

Recognizing the urgent need to respect and promote the inherent rights of indigenous peoples which derive from their political, economic and social structures and from their cultures, spiritual traditions, histories and philosophies, especially their rights to their lands, territories and resources,

Recognizing also the urgent need to respect and promote the rights of indigenous peoples affirmed in treaties, agreements and other constructive arrangements with States,

Welcoming the fact that indigenous peoples are organizing themselves for political, economic, social and cultural enhancement and in order to bring to an end all forms of discrimination and oppression wherever they occur,

Convinced that control by indigenous peoples over developments affecting them and their lands, territories and resources will enable them to maintain and strengthen their institutions, cultures and traditions, and to promote their development in accordance with their aspirations and needs,

Recognizing that respect for indigenous knowledge, cultures and traditional practices contributes to sustainable and equitable development and proper management of the environment,

Emphasizing the contribution of the demilitarization of the lands and territories of indigenous peoples to peace, economic and social progress and development, understanding and friendly relations among nations and peoples of the world,

² See resolution 2200 A (XXI), annex.

Recognizing in particular the right of indigenous families and communities to retain shared responsibility for the upbringing, training, education and well-being of their children, consistent with the rights of the child,

Considering that the rights affirmed in treaties, agreements and other constructive arrangements between States and indigenous peoples are, in some situations, matters of international concern, interest, responsibility and character,

Considering also that treaties, agreements and other constructive arrangements, and the relationship they represent, are the basis for a strengthened partnership between indigenous peoples and States,

Acknowledging that the Charter of the United Nations, the International Covenant on Economic, Social and Cultural Rights² and the International Covenant on Civil and Political Rights, as well as the Vienna Declaration and Programme of Action,³ affirm the fundamental importance of the right to self-determination of all peoples, by virtue of which they freely determine their political status and freely pursue their economic, social and cultural development,

Bearing in mind that nothing in this Declaration may be used to deny any peoples their right to self-determination, exercised in conformity with international law,

Convinced that the recognition of the rights of indigenous peoples in this Declaration will enhance harmonious and cooperative relations between the State and indigenous peoples,

³ A/CONF.157/24 (Part I), chap. III.

based on principles of justice, democracy, respect for human rights, non-discrimination and good faith,

Encouraging States to comply with and effectively implement all their obligations as they apply to indigenous peoples under international instruments, in particular those related to human rights, in consultation and cooperation with the peoples concerned,

Emphasizing that the United Nations has an important and continuing role to play in promoting and protecting the rights of indigenous peoples,

Believing that this Declaration is a further important step forward for the recognition, promotion and protection of the rights and freedoms of indigenous peoples and in the development of relevant activities of the United Nations system in this field,

Recognizing and reaffirming that indigenous individuals are entitled without discrimination to all human rights recognized in international law, and that indigenous peoples possess collective rights which are indispensable for their existence, well-being and integral development as peoples,

Recognizing that the situation of indigenous peoples varies from region to region and from country to country and that the significance of national and regional particularities and various historical and cultural backgrounds should be taken into consideration,

Solemnly proclaims the following United Nations Declaration on the Rights of Indigenous Peoples as a standard of achievement to be pursued in a spirit of partnership and mutual respect:

Article 1

Indigenous peoples have the right to the full enjoyment, as a collective or as individuals, of all human rights and fundamental freedoms as recognized in the Charter of the United Nations, the Universal Declaration of Human Rights⁴ and international human rights law.

Article 2

Indigenous peoples and individuals are free and equal to all other peoples and individuals and have the right to be free from any kind of discrimination, in the exercise of their rights, in particular that based on their indigenous origin or identity.

Article 3

Indigenous peoples have the right to self-determination. By virtue of that right they freely determine their political status and freely pursue their economic, social and cultural development.

Article 4

Indigenous peoples, in exercising their right to self-determination, have the right to autonomy or self-government in matters relating

⁴ Resolution 217 A (III).

to their internal and local affairs, as well as ways and means for financing their autonomous functions.

Article 5

Indigenous peoples have the right to maintain and strengthen their distinct political, legal, economic, social and cultural institutions, while retaining their right to participate fully, if they so choose, in the political, economic, social and cultural life of the State.

Article 6

Every indigenous individual has the right to a nationality.

Article 7

1. Indigenous individuals have the rights to life, physical and mental integrity, liberty and security of person.
2. Indigenous peoples have the collective right to live in freedom, peace and security as distinct peoples and shall not be subjected to any act of genocide or any other act of violence, including forcibly removing children of the group to another group.

Article 8

1. Indigenous peoples and individuals have the right not to be subjected to forced assimilation or destruction of their culture.
2. States shall provide effective mechanisms for prevention of, and redress for:
 - (a) Any action which has the aim or effect of depriving them of their integrity as distinct peoples, or of their cultural values or ethnic identities;

(b) Any action which has the aim or effect of dispossessing them of their lands, territories or resources;

(c) Any form of forced population transfer which has the aim or effect of violating or undermining any of their rights;

(d) Any form of forced assimilation or integration;

(e) Any form of propaganda designed to promote or incite racial or ethnic discrimination directed against them.

Article 9

Indigenous peoples and individuals have the right to belong to an indigenous community or nation, in accordance with the traditions and customs of the community or nation concerned. No discrimination of any kind may arise from the exercise of such a right.

Article 10

Indigenous peoples shall not be forcibly removed from their lands or territories. No relocation shall take place without the free, prior and informed consent of the indigenous peoples concerned and after agreement on just and fair compensation and, where possible, with the option of return.

Article 11

1. Indigenous peoples have the right to practise and revitalize their cultural traditions and customs. This includes the right to maintain, protect and develop the past, present and future manifestations of their cultures, such as archaeological and historical sites, artefacts, designs, ceremonies, technologies and visual and performing arts and literature.

2. States shall provide redress through effective mechanisms, which may include restitution, developed in conjunction with indigenous peoples, with respect to their cultural, intellectual, religious and spiritual property taken without their free, prior and informed consent or in violation of their laws, traditions and customs.

Article 12

1. Indigenous peoples have the right to manifest, practise, develop and teach their spiritual and religious traditions, customs and ceremonies; the right to maintain, protect, and have access in privacy to their religious and cultural sites; the right to the use and control of their ceremonial objects; and the right to the repatriation of their human remains.

2. States shall seek to enable the access and/or repatriation of ceremonial objects and human remains in their possession through fair, transparent and effective mechanisms developed in conjunction with indigenous peoples concerned.

Article 13

1. Indigenous peoples have the right to revitalize, use, develop and transmit to future generations their histories, languages, oral traditions, philosophies, writing systems and literatures, and to designate and retain their own names for communities, places and persons.

2. States shall take effective measures to ensure that this right is protected and also to ensure that indigenous peoples can understand and be understood in political, legal and administrative proceedings, where necessary through the provision of interpretation or by other appropriate means.

Article 14

1. Indigenous peoples have the right to establish and control their educational systems and institutions providing education in their own languages, in a manner appropriate to their cultural methods of teaching and learning.

2. Indigenous individuals, particularly children, have the right to all levels and forms of education of the State without discrimination.

3. States shall, in conjunction with indigenous peoples, take effective measures, in order for indigenous individuals, particularly children, including those living outside their communities, to have access, when possible, to an education in their own culture and provided in their own language.

Article 15

1. Indigenous peoples have the right to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education and public information.

2. States shall take effective measures, in consultation and cooperation with the indigenous peoples concerned, to combat prejudice and eliminate discrimination and to promote tolerance, understanding and good relations among indigenous peoples and all other segments of society.

Article 16

1. Indigenous peoples have the right to establish their own media in their own languages and to have access to all forms of non-indigenous media without discrimination.

2. States shall take effective measures to ensure that State-owned media duly reflect indigenous cultural diversity. States, without prejudice to ensuring full freedom of expression, should encourage privately owned media to adequately reflect indigenous cultural diversity.

Article 17

1. Indigenous individuals and peoples have the right to enjoy fully all rights established under applicable international and domestic labour law.

2. States shall in consultation and cooperation with indigenous peoples take specific measures to protect indigenous children from economic exploitation and from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral or social development, taking into account their special vulnerability and the importance of education for their empowerment.

3. Indigenous individuals have the right not to be subjected to any discriminatory conditions of labour and, inter alia, employment or salary.

Article 18

Indigenous peoples have the right to participate in decision-making in matters which would affect their rights, through representatives chosen by themselves in accordance with their own procedures, as well as to maintain and develop their own indigenous decision-making institutions.

Article 19

States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative institutions in order to obtain their free, prior and informed consent before adopting and implementing legislative or administrative measures that may affect them.

Article 20

1. Indigenous peoples have the right to maintain and develop their political, economic and social systems or institutions, to be secure in the enjoyment of their own means of subsistence and development, and to engage freely in all their traditional and other economic activities.

2. Indigenous peoples deprived of their means of subsistence and development are entitled to just and fair redress.

Article 21

1. Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including, inter alia, in the areas of education, employment, vocational training and retraining, housing, sanitation, health and social security.

2. States shall take effective measures and, where appropriate, special measures to ensure continuing improvement of their economic and social conditions. Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities.

Article 22

1. Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities in the implementation of this Declaration.
2. States shall take measures, in conjunction with indigenous peoples, to ensure that indigenous women and children enjoy the full protection and guarantees against all forms of violence and discrimination.

Article 23

Indigenous peoples have the right to determine and develop priorities and strategies for exercising their right to development. In particular, indigenous peoples have the right to be actively involved in developing and determining health, housing and other economic and social programmes affecting them and, as far as possible, to administer such programmes through their own institutions.

Article 24

1. Indigenous peoples have the right to their traditional medicines and to maintain their health practices, including the conservation of their vital medicinal plants, animals and minerals. Indigenous individuals also have the right to access, without any discrimination, to all social and health services.
2. Indigenous individuals have an equal right to the enjoyment of the highest attainable standard of physical and mental health. States shall take the necessary steps with a view to achieving progressively the full realization of this right.

Article 25

Indigenous peoples have the right to maintain and strengthen their distinctive spiritual relationship with their traditionally owned or otherwise occupied and used lands, territories, waters and coastal seas and other resources and to uphold their responsibilities to future generations in this regard.

Article 26

1. Indigenous peoples have the right to the lands, territories and resources which they have traditionally owned, occupied or otherwise used or acquired.
2. Indigenous peoples have the right to own, use, develop and control the lands, territories and resources that they possess by reason of traditional ownership or other traditional occupation or use, as well as those which they have otherwise acquired.
3. States shall give legal recognition and protection to these lands, territories and resources. Such recognition shall be conducted with due respect to the customs, traditions and land tenure systems of the indigenous peoples concerned.

Article 27

States shall establish and implement, in conjunction with indigenous peoples concerned, a fair, independent, impartial, open and transparent process, giving due recognition to indigenous peoples' laws, traditions, customs and land tenure systems, to recognize and adjudicate the rights of indigenous peoples pertaining to their lands, territories and resources, including those which were traditionally owned or otherwise occupied or used. Indigenous peoples shall have the right to participate in this process.

Article 28

1. Indigenous peoples have the right to redress, by means that can include restitution or, when this is not possible, just, fair and equitable compensation, for the lands, territories and resources which they have traditionally owned or otherwise occupied or used, and which have been confiscated, taken, occupied, used or damaged without their free, prior and informed consent.
2. Unless otherwise freely agreed upon by the peoples concerned, compensation shall take the form of lands, territories and resources equal in quality, size and legal status or of monetary compensation or other appropriate redress.

Article 29

1. Indigenous peoples have the right to the conservation and protection of the environment and the productive capacity of their lands or territories and resources. States shall establish and implement assistance programmes for indigenous peoples for such conservation and protection, without discrimination.
2. States shall take effective measures to ensure that no storage or disposal of hazardous materials shall take place in the lands or territories of indigenous peoples without their free, prior and informed consent.
3. States shall also take effective measures to ensure, as needed, that programmes for monitoring, maintaining and restoring the health of indigenous peoples, as developed and implemented by the peoples affected by such materials, are duly implemented.

Article 30

1. Military activities shall not take place in the lands or territories of indigenous peoples, unless justified by a relevant public interest or otherwise freely agreed with or requested by the indigenous peoples concerned.
2. States shall undertake effective consultations with the indigenous peoples concerned, through appropriate procedures and in particular through their representative institutions, prior to using their lands or territories for military activities.

Article 31

1. Indigenous peoples have the right to maintain, control, protect and develop their cultural heritage, traditional knowledge and traditional cultural expressions, as well as the manifestations of their sciences, technologies and cultures, including human and genetic resources, seeds, medicines, knowledge of the properties of fauna and flora, oral traditions, literatures, designs, sports and traditional games and visual and performing arts. They also have the right to maintain, control, protect and develop their intellectual property over such cultural heritage, traditional knowledge, and traditional cultural expressions.
2. In conjunction with indigenous peoples, States shall take effective measures to recognize and protect the exercise of these rights.

Article 32

1. Indigenous peoples have the right to determine and develop priorities and strategies for the development or use of their lands or territories and other resources.
2. States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative

institutions in order to obtain their free and informed consent prior to the approval of any project affecting their lands or territories and other resources, particularly in connection with the development, utilization or exploitation of mineral, water or other resources.

3. States shall provide effective mechanisms for just and fair redress for any such activities, and appropriate measures shall be taken to mitigate adverse environmental, economic, social, cultural or spiritual impact.

Article 33

1. Indigenous peoples have the right to determine their own identity or membership in accordance with their customs and traditions. This does not impair the right of indigenous individuals to obtain citizenship of the States in which they live.

2. Indigenous peoples have the right to determine the structures and to select the membership of their institutions in accordance with their own procedures.

Article 34

Indigenous peoples have the right to promote, develop and maintain their institutional structures and their distinctive customs, spirituality, traditions, procedures, practices and, in the cases where they exist, juridical systems or customs, in accordance with international human rights standards.

Article 35

Indigenous peoples have the right to determine the responsibilities of individuals to their communities.

Article 36

1. Indigenous peoples, in particular those divided by international borders, have the right to maintain and develop contacts, relations and cooperation, including activities for spiritual, cultural, political, economic and social purposes, with their own members as well as other peoples across borders.

2. States, in consultation and cooperation with indigenous peoples, shall take effective measures to facilitate the exercise and ensure the implementation of this right.

Article 37

1. Indigenous peoples have the right to the recognition, observance and enforcement of treaties, agreements and other constructive arrangements concluded with States or their successors and to have States honour and respect such treaties, agreements and other constructive arrangements.

2. Nothing in this Declaration may be interpreted as diminishing or eliminating the rights of indigenous peoples contained in treaties, agreements and other constructive arrangements.

Article 38

States in consultation and cooperation with indigenous peoples, shall take the appropriate measures, including legislative measures, to achieve the ends of this Declaration.

Article 39

Indigenous peoples have the right to have access to financial and technical assistance from States and through international cooperation, for the enjoyment of the rights contained in this Declaration.

Article 40

Indigenous peoples have the right to access to and prompt decision through just and fair procedures for the resolution of conflicts and disputes with States or other parties, as well as to effective remedies for all infringements of their individual and collective rights. Such a decision shall give due consideration to the customs, traditions, rules and legal systems of the indigenous peoples concerned and international human rights.

Article 41

The organs and specialized agencies of the United Nations system and other intergovernmental organizations shall contribute to the full realization of the provisions of this Declaration through the mobilization, inter alia, of financial cooperation and technical assistance. Ways and means of ensuring participation of indigenous peoples on issues affecting them shall be established.

Article 42

The United Nations, its bodies, including the Permanent Forum on Indigenous Issues, and specialized agencies, including at the country level, and States shall promote respect for and full application of the provisions of this Declaration and follow up the effectiveness of this Declaration.

Article 43

The rights recognized herein constitute the minimum standards for the survival, dignity and well-being of the indigenous peoples of the world.

Article 44

All the rights and freedoms recognized herein are equally guaranteed to male and female indigenous individuals.

Article 45

Nothing in this Declaration may be construed as diminishing or extinguishing the rights indigenous peoples have now or may acquire in the future.

Article 46

1. Nothing in this Declaration may be interpreted as implying for any State, people, group or person any right to engage in any activity or to perform any act contrary to the Charter of the United Nations or construed as authorizing or encouraging any action which would dismember or impair, totally or in part, the territorial integrity or political unity of sovereign and independent States.

2. In the exercise of the rights enunciated in the present Declaration, human rights and fundamental freedoms of all shall be respected. The exercise of the rights set forth in this Declaration shall be subject only to such limitations as are determined by law and in accordance with international human rights obligations. Any such limitations shall be non-discriminatory and strictly necessary solely for the purpose of securing due recognition and respect for the rights and freedoms of others and for meeting the just and most compelling requirements of a democratic society.

3. The provisions set forth in this Declaration shall be interpreted in accordance with the principles of justice, democracy, respect for human rights, equality, non-discrimination, good governance and good faith.

Credits

Community profile data (p. 126) compiled by Urban Systems Ltd. for the *West Coast Land Use Demand Study (2020)*

All photographs by Russel Roper (© Ropervision) except:

Photos pages 36, 37, 47, 48, 62, 71, 79 & 80 by DoU staff

Kayaking photo (p. 56) by Majestic Ocean Kayaking

SkyCouch photo (p. 74) by Ian Riddick

Images within DP Guidelines are from various sources, including the 2011 Ucluelet OCP.

Thank you! ̄eekoo!

Cuu



STAFF REPORT TO COUNCIL

Council Meeting: October 12, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES

FILE NO: 3900-25

**SUBJECT: PROPOSED AMENDMENTS TO DISTRICT OF UCLUELET SINGLE-USE
ITEM REGULATION BYLAW NO. 1266, 2020**

REPORT NO: 21- 142

ATTACHMENT(S): APPENDIX A – CUTLERY CONSULTATION REPORT
APPENDIX B – BYLAW NO. 1266, 2020

RECOMMENDATION(S):

1. **THAT** Council direct Staff to present amendments to “District of Ucluelet Single-Use Item Regulation Bylaw No. 1266, 2020” that regulate the provision of plastic and bioplastic utensils and stir sticks.

PURPOSE:

The purpose of this report is to obtain Council direction regarding whether to prepare amendments intended to regulate the provision of plastic and bioplastic utensils and stir sticks.

BACKGROUND:

District of Ucluelet Single-Use Item Regulation Bylaw No. 1266, 2020 (the “Bylaw”) regulates the provision of takeaway bags, plastic straws, and polystyrene foam service ware containers. It does not regulate takeaway plastic or bioplastic cutlery or stir sticks.

In late July, Ministerial Order M309 amended section 8(3)(j) of the *Community Charter* to authorize the adoption of bylaws that prohibit the provision of single use supplementary items like plastic utensils. This created a limited exception to the general rule that municipal bylaws intended to protect the environment must be approved by the Minister of Environment and Climate Change.

Plastic and bioplastic utensils and stir sticks are included in the list of items that municipalities may now regulate without Ministerial approval. This amendment does not authorize municipalities to require businesses to charge fees for plastic utensils or stir sticks. It also does not authorize bylaws that prohibit the provision of single-use cups.

On September 21, 2021, Surfrider Pacific Rim (the “Surfrider”) presented their Cutlery Consultation Report and encouraged Council to amend the Bylaw to address single-use plastics and bioplastic cutlery. Surfrider’s report notes that bioplastics cannot be recycled on the West Coast and plastic and bioplastic cutlery are commonly collected during beach cleanups. It also notes that most local businesses have already stopped using plastic and bioplastic cutlery, and generally support a ban on plastic cutlery.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

Some Staff time would be required to work with District of Tofino Staff to prepare the amendment bylaw for Council's review. This cooperative approach would ensure Tofino and Ucluelet's single-use item bylaws continue to align. If the amendment bylaw was adopted, further staff time would be required to communicate the amendment to the public and to enforce the Bylaw

Staff plan to communicate the proposed amendment over a period of six months. This aligns with Ministerial Order M309 which requires amendments to come into force six months after adoption.

Communications will likely include a social media campaign and newspaper advertisements which will have Staff time implications. Surfrider or the Ucluelet Chamber of Commerce could also be contracted to engage with local business community.

Some Elected Official time would be required to consider the bylaw amendment.

FINANCIAL IMPACTS:

If the bylaw amendment is adopted, Staff anticipate purchasing advertisement space in at least two issues of the Westerly News to communicate the amendment. If the Chamber of Commerce or Surfrider were engaged to communicate the plan, this would have cost consequences.

POLICY OR LEGISLATIVE IMPACTS:

If the recommended resolution is adopted, Staff will prepare an amendment bylaw for Council to consider.

It is noteworthy that the amendment bylaw could increase costs for local businesses that rely on takeaway utensils. The amendment could also negatively impact visitor experience.

That being said, the proposed amendment would address environmental concerns associated with the proliferation of plastic and bioplastic utensils and stir sticks. This aligns with the District's Climate Change Adaptation Plan which notes that marine health is "...exacerbated by growing quantities of plastics and contaminants in the marine system..." and recommends the creation of new policies or bylaws intended to "support local activities to maintain wild fish stock and habitats." The amendment may also decrease the District's reliance on the West Coast Landfill, by reducing waste and encouraging the use of reusable utensils.

OPTIONS REVIEW:

At this early stage, Staff recommend the resolution identified above. Alternatively, Council could defer this matter to a future Council meeting or decline to move forward with any further amendments to the Bylaw.

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



CUTLERY

CONSULTATION REPORT



INTRODUCTION

PLASTIC AND BIOPLASTIC CUTLERY CANNOT BE RECYCLED

Plastic and bioplastic cutlery contribute to Canada’s abysmal recycling rate of 9%, leading to more plastics in landfills, the environment, and incinerators. Items that cannot be recycled, like plastic cutlery, continue to depend on greenhouse gas intensive virgin materials, which need to be continually replenished. Every year, Canada emits 1.89 million metric tonnes of CO₂ in effort to replace the 91% of lost and discarded plastic every year. The Ocean Conservancy also lists cutlery as among the items “most deadly” to sea turtles, birds, and mammals worldwide.

According to Forbes, the number of individual plastic utensils wasted is estimated to be 40 billion per year in the United States alone (there are currently no estimates for Canada). After just one single use, most cutlery is “thrown away” and ends up in landfills and waterways. 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.

According to beach-cleanup data compiled by the non-profit 5Gyres, utensils are the seventh most commonly collected plastic item in the world. Additionally, from our local and remote cleanup data, we can concur that disposable plastic cutlery is present at both local and remote cleanup locations, thus, there is evidence that the cutlery is marine pollution opposed to just litter/trash.



To Address This...

Surfrider launched the **Cut the Cutlery Campaign** 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 them added to the Single-Use Plastic Regulation bylaws.

CUT THE CUTLERY CAMPAIGN

BANNING PLASTIC/BIOPLASTIC CUTLERY IN 2021

Surfrider launched the **Cut the Cutlery Campaign** in the autumn of 2019. The goal is this campaign has been to support businesses in eliminating single-use plastic and bioplastic cutlery, and upon building business compliance, having this item added to both the District of Tofino and District of Ucluelet's Single-Use Plastic Regulation bylaws.

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**. Before launching this campaign, since 2016, we have supported all Rip Curl surf competitions in switching off of plastic 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. We've also **supported all 60 Ocean Friendly Businesses in eliminating plastic cutlery** since 2017.

Additionally, 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 outlined on the next page.



BUSINESS CHANGES

WE HAVE ASKED BUSINESSES TO MAKE THE FOLLOWING MANDATORY AND OPTIONAL CHANGES



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)

Since starting this campaign, we've **given away \$400.00 worth of locally compostable wooden cutlery** stock for businesses in order to support them in joining the campaign. We've also collected old plastic stock from businesses and have **paid to recycle these items**. 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. Since 2019, we've also been **sharing education and raising awareness** about the dangers of plastic cutlery. Entire countries, including France, have banned plastic cutlery. All people have reusable cutlery they can travel with, and cutlery travel sets themselves have never been cheaper or more available. It's time for the **Tofino and Ucluelet to continue leading the way with action on plastics**, and we've never been better situated to ban a single-use plastic item!



BUSINESS TRANSITION

THE NUMBER OF BUSINESSES CONVERTED, STILL OUTSTANDING AND THE REASONS FOR NON-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**



REASON FOR BUSINESSES NOT CONVERTED

Gas 'N' Go: This is a large corporation, and the manager at this business states she can never get ahold of the head office. She shared they barely give out plastic cutlery, and we gave them a stock of wood that should last a long time. She shared that the DoT should go forward and ban the item and then they will have to comply and she can make the changes without dealing with head office. This business was not compliant with the plastic straw and bag ban at the time of the ban being implemented, and are now compliant and have not made any complaints.

Gary's - They have received wooden cutlery and we are working with their representative at supplier, GFS, to get them switched over, this will likely just take some more time. They only use plastic forks and knives, wooden chopsticks are used.

Eagle's Nest - We've provided free stock to them and have not replied to any of our communications, we're still working on getting a response from them. We've met with their supplier, Sysco, who has informed us that they do not have bioplastic/plastic cutlery, but we haven't been able to confirm this. We'll continue to visit and pin this down.

Surf Side Grill: We've dropped off an ample amount of free wooden stock, we've visited numerous times, and requested meetings. The owner has been out of town and busy upon return. Surfside has been on board with all other Surfrider campaigns, so we're confident they will also change.

BUSINESS FEEDBACK

THE PROCESS TO TRANSITION AWAY FROM PLASTIC AND BIOPLASTIC CUTLERY

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. To address this, we've **ordered other models of locally compostable cutlery** from numerous other companies to sample in order to see if there's a specific model that will work better. **The best model we have seen is Ecotensil**, which is heat resistant and has a "deeper" spoon, which we've supplied to both Surf Side Grill and Ucluelet Co-op to sample. The Ucluelet Co-op loves these spoons and is switching off bioplastic to this product!

As mentioned, **Surfrider has spent \$400.00 on wooden cutlery and provided free stock to 7 businesses in Ucluelet, and 4 businesses in Tofino**. This has been appreciated by all businesses and has helped sway their support towards using this product over plastic, and offering cutlery on request and/or ideally for a fee.



BUSINESS SUPPORT

ELIMINATING ALL PLASTIC/BIOPLASTIC CUTLERY BEFORE THE END OF 2021

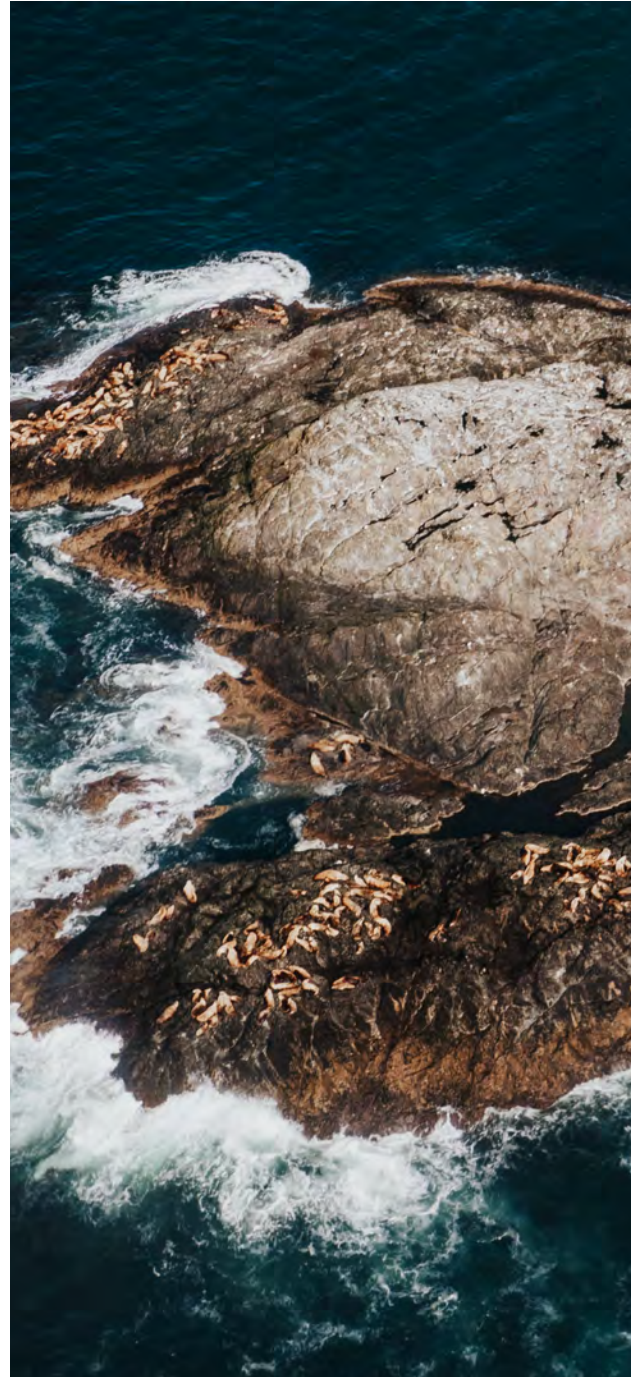
Through our Cut the Cutlery feedback survey, **100% of businesses support a ban on plastic cutlery**

The **Tofino Chamber of Commerce** has specifically consulted with food service 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**.

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.



BUSINESS SUPPORT

QUOTES FROM SUPPORTING BUSINESSES



Bravocados fully supports a ban on single use plastic cutlery!

We switched to wooden biodegradable cutlery over 2 years ago and have gone on to become L.E.A.F (Leaders in environmentally accountable foodservice) Level 2 certified.

<https://www.leafme.org/>. We would encourage you to take it even further and look towards a ban on plastic ramekins as well as they are prevalent in take out orders which have increased dramatically in the past year.



We use paper ramekins and take out boxes supplied by Far West Distributors out of Ukee.

<https://www.farwestdistributors.ca/>. We are passionate about being the most environmentally sustainable restaurant possible and encourage all restaurants to do their part as well."



"Yes, we support it [a ban on plastic/bioplastic cutlery]. We support this movement because it is the future. Tofino should be an example of how the world should be operating."



BUSINESS COMPLIANCE COMPARISON

CUT THE CUTLERY VS STRAWS SUCK AND BAN THE BAG CAMPAIGNS



Through our **Ban the Bag Campaign**, 15 businesses in Tofino and 11 businesses in Ucluelet weren't compliant at the time of the ban being implemented. Through the **Straws Suck Campaign**, 3 businesses in Tofino and 4 businesses in Ucluelet weren't compliant at the time of the ban being implemented. **Surfrider has worked to support these businesses** through working directly with business owners, managers and their specific supplier representative to switch them on to correct materials, as seen with Gary's Kitchen.

With the **Cut the Cutlery campaign**, there is **far greater compliance amongst the business community**. We've continued to work from the ground up; once we have business compliance and have shifted the culture to a point where the new system is "self-sustaining", we then request for bans on single-use plastic items. This **ban further enforces a cultural shift**, as businesses who refuse to comply become legally obligated, the press generated from the ban informs more residents and visitors about the changes, and Tofino and Ucluelet **increase their ability to positively influence other communities**.



COMMUNICATIONS

KEY MESSAGES AND COMMUNICATION VEHICLES

KEY MESSAGES

What's critical, compelling & business oriented

REUSE REVOLUTION

Encourage guests to bring their reusable kit when visiting the coast: bag, mug, bottle, cutlery and container, straw, produce bag.

CUT THE CUTLERY

Provide reusable cutlery for dine-in and provide locally compostable takeaway cutlery by request only, and, ideally, for a fee.

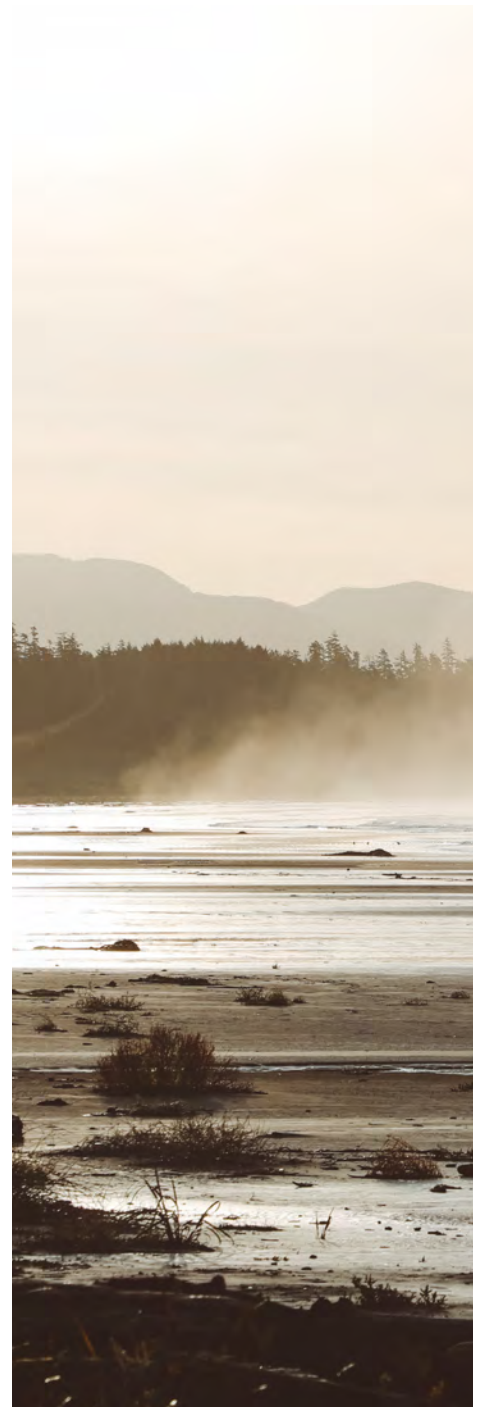
LIVE LIKE A LOCAL

Reminding visitors to do a #5minutebeachclean every time they take a sandy stroll, and to log their data on the Marine Debris Tracker App!

COMMUNICATIONS VEHICLES

Utilized to educate and engage businesses, residents and visitors

Tofino Time, Westerly News, Tuff City Radio, social media platforms, 1 on 1 business meetings and staff training, public posters, business tent cards (more specific to polystyrene ban and waste management), Surfrider Pacific Rim website, Survey Monkey consultation survey, newsletter (monthly), Tourism Vancouver Island: Ocean Friendly Marketing Campaign, Tofino and Ucluelet Chambers: Direct Mail to all Business Licence holders, Chamber Mail Outs.



CONCLUSION

SHIFT CULTURE, SHIFT REGULATIONS



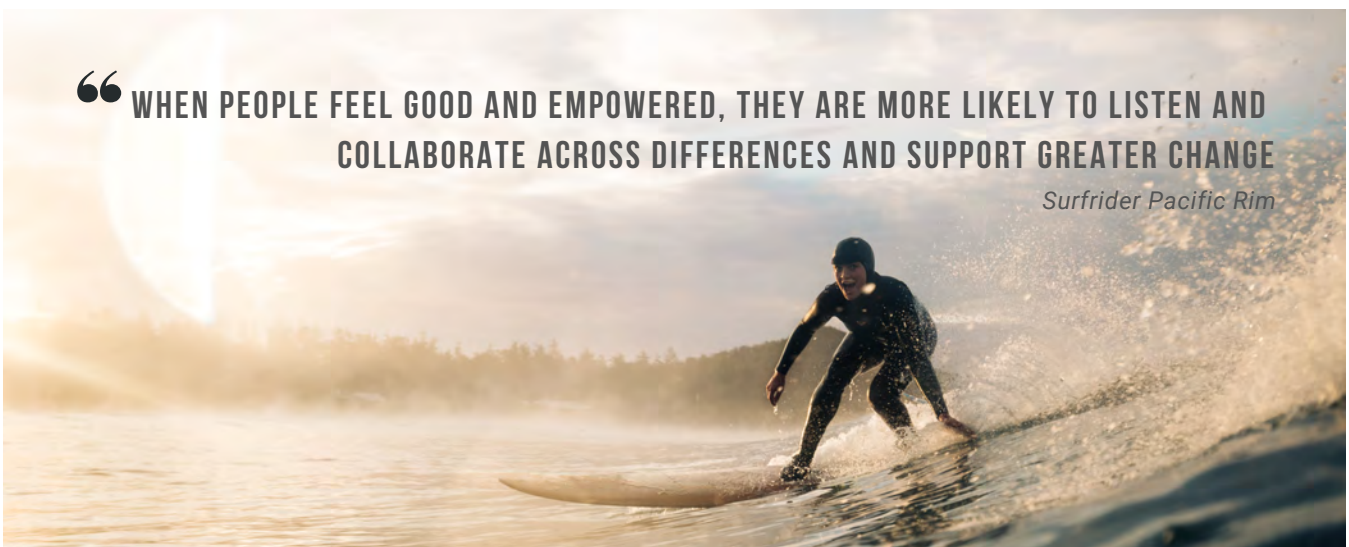
Through our work campaigning to **eliminate single-use plastics on the west coast**, we've realized there are two key pieces for creating systemic change on the local level. This includes 1) **shifting culture** and 2) **shifting regulations**, and these two components are interconnected and mutually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

“ **WHEN PEOPLE FEEL GOOD AND EMPOWERED, THEY ARE MORE LIKELY TO LISTEN AND COLLABORATE ACROSS DIFFERENCES AND SUPPORT GREATER CHANGE**

Surfrider Pacific Rim



Appendix B

DISTRICT OF UCLUELET**BYLAW NO. 1266, 2020**

A bylaw to regulate single-use items.

WHEREAS the *Community Charter* authorizes a council to regulate in relation to protection of the natural environment with approval from the minister responsible;

AND WHEREAS the Council of the District of Ucluelet wishes to establish a bylaw to reduce the creation of waste from single-use items and the associated municipal costs to better steward municipal property, including sewers, streets, parks, beaches and waterways;

AND WHEREAS the Council of the District of Ucluelet wishes to promote responsible and sustainable environmental practices that are consistent with the values of the community;

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

1. Citation

This Bylaw may be cited for all purposes as the “District of Ucluelet Single-Use Item Regulation Bylaw No. 1266, 2020.”

2. Definitions

In this Bylaw:

“Checkout Bag” means:

- (a) any bag that is intended for the purpose of transporting items received by a customer from a Business;
- (b) and includes Paper Bags, Plastic Bags, or Reusable Bags;

“Business” means any person, organization, or group engaged in a trade, business, profession, occupation, calling, employment or purpose that is regulated under the Ucluelet Business Regulation and Licensing Bylaw No. 922, 2003, as amended from time to time or any successor legislation to that bylaw and, for the purposes of section 3, includes a person employed by, or operating on behalf of, a Business;

“Drinking Straw” means a tube used to transfer a beverage from a container to the mouth of the individual drinking the beverage by suction;

“Food Service Ware” means products used for serving or transporting prepared food or beverages including, but not limited to, plates, cups, bowls, trays, and hinged or lidded containers;

“Paper Bag” means a bag made out of paper, but does not include a Small Paper Bag;

“Plastic Bag” means any bag made with plastic, including biodegradable plastic or compostable plastic, but does not include a Reusable Bag or a Small Plastic Bag;

“Plastic Drinking Straw” means a straw made primarily of plastic, including biodegradable or compostable plastic;

“Polystyrene Foam” means blown polystyrene and expanded and extruded foams composed of thermoplastic petrochemical materials containing a styrene monomer and processed by any technique including, but not limited to, fusion of polymer spheres (expandable bead form), injection molding, foam molding, and extrusion-blown molding (extruded foam polystyrene);

“Prepared Food” means any food or beverage prepared for consumption by a Business at a licenced premises or location, using any cooking or preparation technique. Prepared Food does not include any raw or uncooked food, including meat, poultry, fish, seafood, or vegetables, unless provided for consumption without further preparation;

“Reusable Bag” means a bag with handles that is for the purpose of transporting items purchased by the customer from a Business and is designed and manufactured to be capable of at least 100 uses;

“Small Paper Bag” means any bag made out of paper that is less than 15 centimetres by 30 centimetres when flat;

“Small Plastic Bag” means any bag made out of plastic that is less than 15 centimetres by 30 centimetres when flat;

3. Regulation

- (1) Except as provided in this Bylaw, no Business may provide a customer with any of the following items:
 - (a) Checkout Bag
 - (b) Plastic Drinking Straw
 - (c) Polystyrene Foam Food Service Ware for Prepared Foods
- (2) A Business may provide a Checkout Bag to a customer only if:
 - (a) the customer is first asked whether they need a bag;
 - (b) the bag provided is a Paper Bag or a Reusable Bag; and
 - (c) the customer is charged a fee not less than:
 - i. \$0.25 per Paper Bag; and
 - ii. \$2.00 per Reusable Bag.
- (3) For certainty, no Business may:
 - (a) sell or provide to a customer any of the items listed in section (1) except as provided by this Bylaw; or
 - (b) provide a Checkout Bag to a customer free of charge.

- (4) No Business shall deny or discourage a customer from using their own Checkout Bag or drinking straw.

4. Exemptions

- (1) Section 3 does not apply to Small Paper Bags or Small Plastic Bags used to:
- (a) package loose bulk items such as fruit, vegetables, nuts, grains, and candy;
 - (b) package loose small hardware items such as nails and bolts;
 - (c) contain or wrap frozen foods, meat, poultry, or fish, whether pre-packaged or not;
 - (d) wrap flowers or potted plants;
 - (e) protect prepared foods or bakery goods that are not pre-packaged; or
 - (f) contain prescription drugs received from a pharmacy;
- (2) Section 3 does not apply to Plastic Bags used to protect linens, bedding, construction materials or other similarly large items that cannot easily fit in a Reusable Bag.
- (3) Section 3 does not apply to Plastic Drinking Straws provided by request to customers with an accessibility need, and customers shall not be required to provide any medical information to prove their need.
- (4) This Bylaw does not apply to the sale of Plastic Bags intended for use at the customer's home or business, provided they are prepackaged and sold in packages of multiple bags.
- (5) This Bylaw does not apply to the sale of Plastic Drinking Straws intended for use in the customer's home, provided they are sold in packages of multiple straws.
- (6) Notwithstanding section 3(2) and 3(3), a Business may provide a Checkout Bag without asking and free of charge if the bag has been donated to the Business for the purpose of being reused by other customers, and:
- (a) the bag has already been used by a customer; or
 - (b) in the case of a Reusable Bag, the bag is made from 100% recycled materials.

5. Offence

- (1) A person commits an offence and is subject to the penalties imposed by this Bylaw, and the Offence Act if that person:
- (a) contravenes a provision of this Bylaw;
 - (b) consents to, allows, or permits an act or thing to be done contrary to this Bylaw; or
 - (c) neglects or refrains from doing anything required by a provision of this Bylaw.
- (2) Each day that a contravention of a provision of this Bylaw occurs or continues

shall constitute a separate offence.

6. Enforcement

- (1) Bylaw Enforcement Officers of the District of Ucluelet are responsible for the enforcement and administration of this Bylaw.
- (2) For the purposes of this Bylaw, the designated Bylaw Enforcement Officer means any of the following:
 - (a) Chief Administrative Officer or his designate;
 - (b) Bylaw Enforcement Officer or his designate; or
 - (c) Manager of Community Planning or his designate.
- (3) No person shall unreasonably obstruct or prevent a Bylaw Enforcement Officer from carrying out his or her duties as prescribed in this Bylaw. The Bylaw Enforcement Officer is authorized and empowered to inspect, compel and require that all the regulations and provisions in this Bylaw are carried out.
- (4) Every person who contravenes any provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention of this Bylaw, or who refuses, omits, or neglects to fulfil, observe, carry out, or perform a duty or obligation imposed by this Bylaw, shall be deemed to have committed an offence against this Bylaw and:
 - (a) shall be liable to a fine set out in "Schedule A" attached hereto and forming part of this Bylaw, as amended from time to time;
 - (b) shall be liable to a penalty set out in the "Municipal Ticket Information System Bylaw No. 949, 2004" as amended from time to time;
 - (c) shall be liable, upon summary conviction, to the penalties provided under the "Offence Act" and amendments thereto; or
 - (d) any combination of 6 (4) (a), (b), and (c).
- (5) The intent of this Bylaw is to set standards of general public interest, and not to impose a duty on the District of Ucluelet or its employees to enforce its provisions and:
 - (a) a failure to administer or enforce its provisions or the incomplete or inadequate administration or enforcement of its provisions is not to give rise to a cause of action in favour of any person; and
 - (b) the grant of any approval or permission or issuance of any permit is not a representation, warranty or statement of compliance with the Bylaw and the issuance thereof in error is not to give rise to a cause of action.

7. Severability

If any provision of this Bylaw is held to be invalid by any court of competent jurisdiction, that provision shall be severed and its severance shall not affect the validity of the remainder of the Bylaw.

8. Effective Date

This Bylaw comes into force upon adoption, except section 3(1)(c) which comes into force six months thereafter.

9. Repeal

“District of Ucluelet Single-Use Plastic Regulation Bylaw No. 1247, 2019” is hereby repealed.

READ A FIRST TIME this 11th day of February, 2020.

READ A SECOND TIME this 11th day of February, 2020.

READ A THIRD TIME this 11th day of February, 2020.

THIRD READING RESCINDED this 12th day of March, 2020.

THE AMENDED BYLAW WAS READ A THIRD TIME this 12th day of March, 2020.

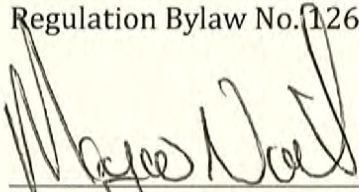
APPROVED BY THE MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY this 10th day of September, 2020.

NOTICE GIVEN UNDERS SECTION 59(2)(A) AND (3) OF THE COMMUNITY CHARTER on this 7th day of February, 2020 and this 10th day of March, 2020.

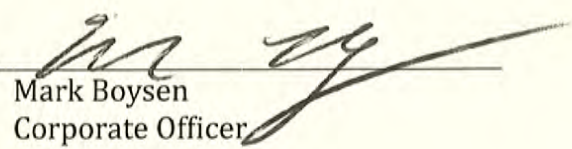
OPPORTUNITY TO MAKE REPRESENTATIONS TO COUNCIL UNDER SECTION 59(2)(B) PROVIDED this 11th day of February, 2020 and this 12th day of March, 2020.

ADOPTED this this 13th day of October, 2020.

CERTIFIED A TRUE AND CORRECT COPY of the “District of Ucluelet Single-Use Item Regulation Bylaw No. 1266, 2020.”

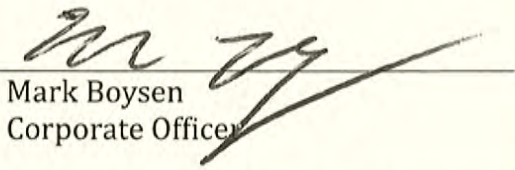


Mayco Noël
Mayor



Mark Boysen
Corporate Officer

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



Mark Boysen
Corporate Officer

SCHEDULE "A"**Fines and Penalties**

Fines for tickets issued pursuant to this Bylaw shall be as follows:

Description of Offence	Section #	Fine – 1st Offence	Fine – if paid within 7 days	Fine – 2nd and Each Subsequent Offence
Providing a Checkout Bag to a customer except as provided in the bylaw	3(1)(a)	\$100	\$75	\$200
Providing a Plastic Drinking Straw to a customer except as provided in the bylaw	3(1)(b)	\$100	\$75	\$200
Providing a Polystyrene Foam Food Service Ware for Prepared Foods to a customer	3(1)(c)	\$100	\$75	\$200
Denying or discouraging customer's own Checkout Bag or Drinking Straw	3(4)	\$100	\$75	\$200



STAFF REPORT TO COUNCIL

Council Meeting: OCTOBER 12, 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: 21-140**
BYLAW NO. 1296, 2021 - ADOPTION

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

RECOMMENDATION(S):

1. **THAT** Council adopt District of Ucluelet Harbour Regulation Amendment Bylaw No. 1296, 2021.

PURPOSE:

The purpose of this report is to bring back District of Ucluelet Harbour Regulations Amendment Bylaw No. 1296, 2021 (the "Bylaw") for Council to consider adoption.

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 adopt District of Ucluelet Harbour Regulation Amendment Bylaw No. 1296, 2021. **(Recommended)**
2. **THAT** Council provide alternative direction to Staff.

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

Duane Lawrence, Chief Administrative Officer

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 21st day of **September, 2021**.

READ A SECOND TIME this 21st day of **September, 2021**.

READ A THIRD TIME this 21st day of **September, 2021**.

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.

From: [Courtney Johnson](#)
To: [Info Ucluelet](#)
Subject: Every child matters crosswalk
Date: September 25, 2021 10:09:17 AM

[External]

Dear council,

This photo popped up in my news feed and I was wondering if it would be possible to have a similar crosswalk here in Ucluelet.

This is a very important subject and there seems to be a lot of local support for the project.

Thank you for all you do,

-Courtney Johnson
1932 Peninsula Road



We love the new crosswalk at UNB Saint John !!

#everychildmatters





Tofino-Ucluelet Service Plan Update

OCTOBER 6, 2021

Request for Information

April 2021 - To inform a future Request for Proposal

Purpose:

- How to approach the maintenance of vehicles
- Potential facility options/location

Transit Operations Facility

Phase 1

- Maintenance to be provided through third party provider, likely in Port Alberni
- BC Transit/Operating Company secure space to park buses

Phase 2

- BC Transit purchase or lease suitable land and construct facility that supports the maintenance and servicing of medium or heavy duty buses
- Cost effective facility style (e.g. pre-fab, Sprung Structure, tilt-up construction)
- Needs to support the future roll-out of battery electric buses
- Transition successful operating company to in-house maintenance

Fleet

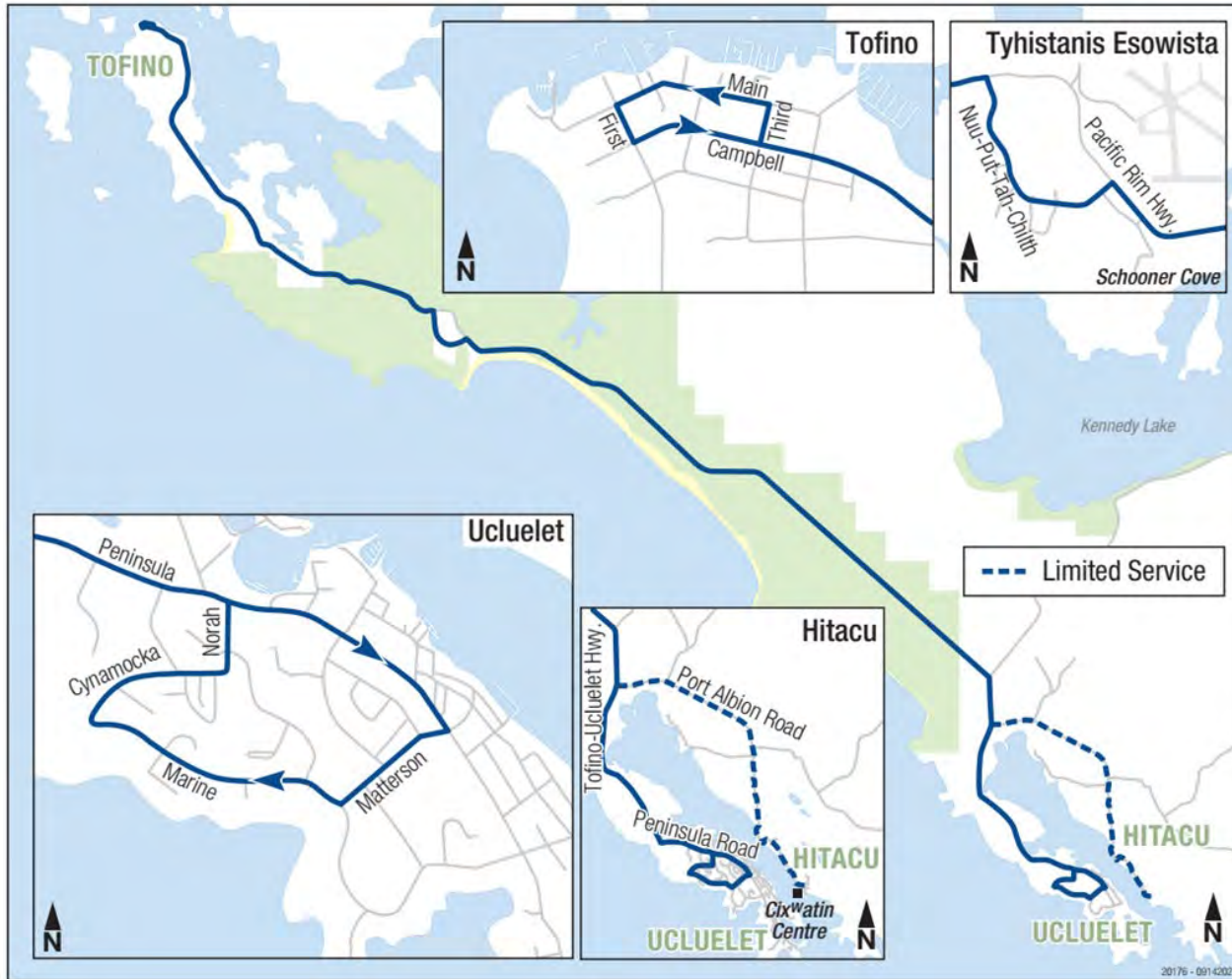
Recommendation: Light duty vehicle

20 passengers, no standees

- 5 vehicles required for recommended service levels and maintenance occurring in Port Alberni



Routing



Estimated Service Levels

Season	Service Days	Service Span	Service Frequency	Trips per day	Hitacu Trips per day
Summer (May-Oct)	Monday – Sunday	7:00 am - 9:00 pm	140 minutes (base) 70 minutes (peak)	18	4
Winter (Nov-April)	Monday – Sunday	7:00 am – 8:00 pm	140 minutes (all day)	10	4

Resources and Estimated Costs

Total Vehicles	Annual Service Hours	Estimated Annual Revenue	Estimated Annual Total Costs	Estimated Net Municipal Share
5	7,500	\$105,000*	\$891,843	\$418,003

*\$2.00 cash fare was assumed

Next Steps

- RFP issued for service operator
- Fare strategy approved
- Funding indicated
- Implementation Memorandum of Understanding issued
- Schedule development
- Marketing and media materials developed
- Service implementation

Tentative Implementation Plan

Date	Milestone
Fall 2021	Final route timing
April 2022	Service inception meeting
April 2022	Marketing and Communications Plan drafted
May 2022	Detailed service specification complete, schedule development begins
June 2022	Schedules completed and approved, Rider's Guide development begins
June 2022	Service summary completed
July 2022	Rider's Guide completed
June/July 2022	Bus stop installation
August 2022	Marketing campaign begins
September 2022* <i>tentative</i>	Service implementation



August 20, 2021

Re: Clayoquot Biosphere Trust update

Dear Mayor and Council,

The Clayoquot Biosphere Trust (CBT) staff and board of directors are excited to share [our recent Annual Report](#). We would like to express our gratitude for all communities, grantees, and donors with whom we collaborate; as a UNESCO Biosphere and Community Foundation, none of what we do would be possible without your continued support. We also extend thanks to our volunteers as they continued to contribute to the CBT through the pandemic. All communities in the region, from Hesquiaht in the north, to Toquaht in the south, participate on the [CBT Board of Directors](#).

Globally, regionally, and for our organization, 2020 was a year like no other. The pandemic brought an unprecedented chance for west coast communities to rely on our strengths, but also exposed gaps and inequities in the systems we all depend on. We found new opportunities to help meet the most critical needs in the region. Working with partners and donors we were able to mobilize more than \$225K in covid-response funding. You can learn more in our annual report.

Over the past year we've been reflecting on key learnings from the pandemic, our Vital Signs research, and the periodic review. We recognize that our granting program is not working for the First Nations in whose territories the Biosphere is designated and have committed to being more responsive and flexible to ensure that our funds are accessible where they're most needed. This fall, we'll be learning and unlearning as we work with our board and staff, and with the Nations and communities we serve, to use an equity lens to review our granting programs and policies. We look forward to this time of learning, growth, and change.

Lastly - the CBT is continuing to develop the [Biosphere Centre](#), a signature location to shape and tell the story of the Biosphere Region's global significance and to welcome elders, youth, visitors, and researchers. As a UNESCO designated site, the Biosphere Centre will be a nexus of education, science, conservation, and cultural initiatives on the west coast.

The CBT has purchased a property in Tofino and is currently in the rezoning process. Through a collaborative community consultation process, a proposed site plan and design concept was developed in early 2020 by MOTIV Architects. A Zoning Bylaw Amendment Application for the site received approval to proceed and unanimously passed 1st Reading by the District of Tofino Council last fall. We invite you to an **Online Open House** to hear an update on the project and to provide additional feedback. Your input into what will be a significant regional asset is important to us and we hope you can join us. Please [register for the online meeting here](#) or email info@clayoquotbiosphere.org so that we can help.

Thank for continuing to participate in the CBT, and your commitment to continue working together to achieve biodiversity conservation, sustainable development, and reconciliation.


Sincerely,

A handwritten signature in black ink that reads "Rebecca Hurwitz".

Rebecca Hurwitz
Executive Director

PO Box 67, 316 Main Street, Tofino BC Canada V0R 2Z0
T 250.725.2219 F 250.725.2384

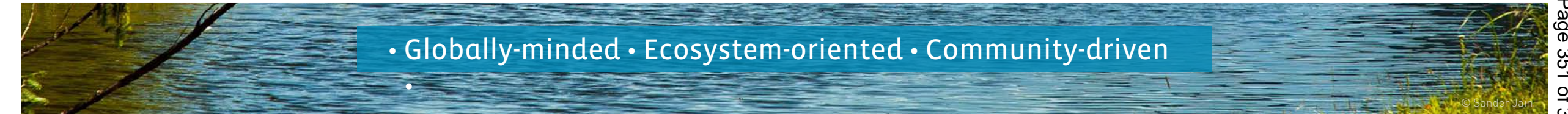
clayoquotbiosphere.org



clayoquot

BIOSPHERE TRUST

2020 Annual Report



• Globally-minded • Ecosystem-oriented • Community-driven



We acknowledge the territories of the
**Hesquiaht First Nation,
Tla-o-qui-aht First Nations,
Toquaht Nation, Ahousaht,
and Yuuʔitʔath**
in the spirit of truth, healing,
and reconciliation.

From the Co-chairs

Globally, regionally, and for our organization, 2020 was a year like no other. The pandemic brought an unprecedented chance for west coast communities to explore the strengths, but also the gaps and inequities, in the systems we all depend on. When business as usual stopped, the Clayoquot Biosphere Trust (CBT) found new opportunities to help meet the most critical needs of the region as a community foundation and UNESCO Biosphere.

The pre-lockdown spring began with exciting momentum. We hosted our first 100+ Women Who Care event, bringing together over 100 local women to raise more than \$10,000 for the Ucluelet Secondary School in a single evening. We also held a series of community engagement sessions to co-create the design concept of the Biosphere Centre, bringing to life a community vision more than a decade in the making.

When the pandemic hit, we adapted our annual granting programs and coordinated the delivery of a range of emergency funding. This included the Community Giving Catalogue, a crowd-funding campaign through which private donors, most of whom live in our region, raised over \$100,000 for local non-profit organizations. We also facilitated a range of pandemic-response conversations between communities, service providers, and non-profit organizations. Together with our donors and partners, we helped coordinate an inclusive COVID-19 response built upon strong relationships, trust, and generosity in our remote and rural region.

This year also marked 20 years since the Clayoquot Sound UNESCO Biosphere Region designation and the formation of the CBT. We completed our second 10-year periodic review, a self-study that provided a rich opportunity to reflect, learn, and re-engage with the First Nations, communities, and organizations whose work upholds the ongoing UNESCO designation. While we weren't able to gather to celebrate our 20th anniversary, we're proud of our work outlined in this annual report, and how it embodies the growth and learning of the CBT as an organization over the last two decades.

Alan McCarthy and Geoff Lyons
Co-chairs, Board of Directors, Clayoquot Biosphere Trust



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Vision

The community of the Clayoquot Sound UNESCO Biosphere Region (CSBR) will live sustainably in a healthy ecosystem, with a diversified economy, and strong, vibrant, and united cultures, while embracing the Nuu-chah-nulth First Nations living philosophies of *iisaak* living respectfully, *qwa' aak qin tiič mis* life in the balance, and *hišukniš čawaak* everything is one and interconnected.



Champions, change-makers, builders, stewards. Researchers, helpers, advocates, allies. We are a catalyst for positive change and a sustainable future.

Our Team

Board of Directors

Geoff Lyons, District of Ucluelet – Co-chair
Alan McCarthy – Yuutuṛitṛath Government – Co-chair
Ruth Charleson – Hesquiaht First Nation – Secretary
Hannah Nicholls – At-large – Treasurer
Chief Anne Mack – Toquaht Nation – Director
Mike Davis – District of Tofino – Director

Nicky Ling – Alberni-Clayoquot Regional District – Director
Tom Campbell – Ahousaht – Director
Ariane Batic – At-large – Director
Tammy Dorward – Tla-o-qui-aht First Nations – Past Co-chair
Cathy Thicke – District of Tofino – Past Co-chair

Non-voting Board Advisors

Kendall Woo – Environment and Climate Change Canada
Linda Higgins & Denise Koshowski – Fisheries and Oceans Canada
Dave Tovell – Parks Canada
Rhonda Morris & Mary Toews – Province of British Columbia

Staff

Rebecca Hurwitz – Executive Director
Laura Loucks – Research Director
Brooke Wood – Outreach Coordinator
Faye Missar – Program Coordinator
Nicole Gerbrandt – SDG Education Coordinator
Colin Robinson – Communications and Office Coordinator

Verena Merkel – Bookkeeper
Erika Goldt – Eat West Coast Coordinator
Rachael Wootton – NEST Communications Assistant
Tsimka Martin – Literacy Coordinator
Brett Freake – Program Coordinator

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COVID-19 Response

As an organization with relationships across sectors and communities in the biosphere region, and with connections to national and global networks, the CBT was uniquely positioned to develop programs that matched resources with local needs. This section highlights new pandemic-response initiatives. Programs that were adapted to COVID-19 are highlighted throughout the report.

Supporting Local Leaders

At the pandemic's onset, the CBT established a weekly check in Zoom call for non-profit leaders in our region. The check-ins were a safe and welcoming space where managers shared needs, concerns, and opportunities, and provided support to one another. The well-attended calls helped numerous organizations access resources so they could adapt operations during a time when the public health guidelines were rapidly changing and demand for services (e.g., food bank, mental health services) was increasing. The check-ins also laid the groundwork for the Giving Catalogue described below.

COVID-19 Response Community Giving Catalogue

In the spring, then again in late fall, the CBT ran two highly successful online Giving Catalogue crowdfunding campaigns. The initiatives raised more \$100,000 over the year for 20 local registered charities and addressed a range of social and environmental priorities. Donors, most of whom live in the region, reviewed the needs of our region and made their donations. The CBT covered the administrative work, allowing the charities to focus their time and effort on programming. The CBT also sourced matching funds from the Vancouver Foundation and other private donors for parts of the campaign, maximizing impact across the region. With the average donor giving to two or more charities, participating organizations advanced not just their own causes, but the needs of the region more broadly. We're grateful for all the donors and partners who made this truly collaborative fundraising initiative a success.

Non-profit spotlight: Raincoast Education Society

Thank you to Clayoquot Biosphere Trust for their community connections. The CBT works hard to nurture relationships with many like-minded organizations, individuals, and businesses. We wouldn't be able to do our "Double your Dollars" fundraiser without the CBT who connected us with our generous anonymous community donors matching all donations up to \$35,000! Thank you also to CBT for administering this matching campaign.

– Mark Maftai, Executive Director



Emergency Community Support Fund

The CBT served as the local delivery partner in two rounds of the federal **Emergency Community Support Fund (ECSF)**, helping ensure that the \$70,000 of funding was delivered where it was most urgently needed. (Read about the **first round** and **second round** of projects.) Additionally, the CBT helped connect a private donor to projects requesting funding in round two so that all eligible projects received full funding. The local delivery of the ECSF was part of the Government of Canada's \$350-million initiative to help community organizations adapt frontline services to better meet the needs of vulnerable people during the COVID-19 pandemic.



Transportation Support

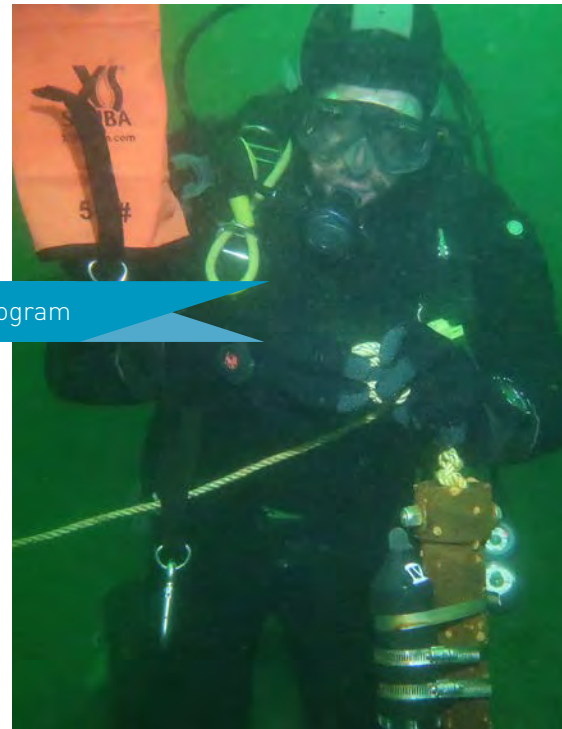
Our vast and sparsely populated region faces unique transportation challenges, with multiple isolated communities that are only accessible by boat or by a gravel forestry road. Many of the inequalities highlighted by the pandemic are associated with transportation costs and accessibility barriers, with outlying communities facing a significant disadvantage. The CBT was able to target \$22,000 to address transportation needs in the region, including those related to schools, First Nations, and a range of charities. The transportation support reduced barriers to accessing services and also allowed organizations to deliver programs where they were most needed.

Co-leading Sustainability Research, Education, and Training

Sydney Inlet Soundscape Monitoring Program

With support from Canada's Department of Fisheries and Oceans and permission from Ahousaht, the CBT is leading a multi-year acoustic ecology project in a remote inlet in Clayoquot Sound. Soundscape ecology examines the sounds of an ecosystem to learn about the presence and activity of species (including humans) in an ecosystem, and relationships among them.

Our research team (Ha'oom Fisheries, Dr. Jim Darling, Benj Youngson, Josie Byington) made exciting progress in 2020. They recorded, analyzed, and increased our understanding of natural sounds, human-made noise, and their intersection at important feeding habitats for at-risk marine mammals. Through this project, we are continuing to learn about the ecological importance of sound in ecosystems such as Sydney Inlet.



Research team spotlight: Sydney Inlet Soundscape Monitoring Program

Think of soundscape ecology as "eavesdropping" on an ecosystem. It's completely non-invasive, giving us an idea of what's going on in the ecosystem when we, the researchers, aren't there. Both above and below water, soundscapes give us insights about species diversity and behaviour that we'd never be able to see. Our data collected this first year provides a baseline that we can compare to future recordings and look for seasonal trends to inform future decision-making in the area.

– Benj Youngson, Program Manager

UNESCO Periodic Review

When Clayoquot Sound became a UNESCO Biosphere Region in 2000, local communities committed to finding a sustainable balance between conserving cultural diversity, natural ecosystems, and biodiversity, and fostering sound economic development. Every 10 years, we step back and reflect on our shared effort to achieve this balance as our communities and ecosystems change.

The year marked 20 years since the UNESCO designation, and the start of our second periodic review process. Our team completed a self-study report, reflecting on the changes, challenges, and successes in our region over the past decade, and the CBT's work within the context of the biosphere designation. With nearly 20 illuminating Sustainable Development Goal (SDG) case studies and 87 letters of support from partners, the periodic review provided a rich opportunity to reflect, learn, and re-engage with First Nations, communities, and organizations whose work upholds the UNESCO designation.

Leadership Vancouver Island (LVI) Community of Practice

In fall 2020, LVI alumni from the past five cohorts joined a Vital Conversation on regenerative tourism and how to collaborate and learn from one another by building a "community of practice." The diverse group met for thoughtful conversation inspired by the summer of 2020, when west coasters felt deep tensions arise from high numbers of visitors during a global pandemic. Guest teachers included local health care professionals, Nuu-chah-nulth cultural leaders and healers, and other community leaders. Coming from different communities, cultures, and fields of work, the alumni and teachers brought diverse experiences to the table and were united by the common language and collaborative values of LVI.

Academic Partnerships

In 2020, the CBT engaged in several formal academic partnerships:

University of Washington Tacoma – marine water quality monitoring/oceanography.

Royal Roads University – NSERC PromoScience Program; co-supervised masters thesis research on sustainable watershed governance in the Alberni-Clayoquot Regional District.

University of British Columbia, Office of Regional and International Engagement – advised a comparative study on sustainable tourism in Whistler and Tofino, British Columbia, and Canmore, Alberta.

Saint Mary's University, Nova Scotia – contributed to the Community Conservation Research Network and the International Union for Conservation of Nature publication "Communities, Conservation, and Livelihoods."

Facilitating & Coordinating Healthy Community and Ecosystem Initiatives



Emergency Food Security Coordination

The CBT's food security initiative, **Eat West Coast**, played a central role in coordinating logistics, planning, and funding for local food security projects, as food access is shown to be a significant regional vulnerability. With funding from the United Way and MakeWay, the CBT worked with community champions to ensure everyone had food on their table throughout the pandemic despite community closures and travel restrictions. We also helped to increase local food supply by supporting wild food harvesters and guardians, and food production through the gift of backyard garden kits. As we moved out of emergency response mode, we're learning from our experience to ensure our region is more food secure when faced with future challenges.



Network partner spotlight: Food Bank on the Edge

The pandemic dramatically changed the way our clients accessed the food bank. In spite of serious ongoing security challenges in our region, walk-in visits actually dropped during lockdowns. The CBT provided valuable logistic support to help local food security organizations and volunteers ensure food got to where it was most needed in our region's geographically isolated communities in 2020.

- Cris Martin, Executive Director



COVID-19 Responsive Neighbourhood Small Grants



Neighbourhood Small Grants

The pandemic hit just before the spring cycle of our popular Neighbourhood Small Grants (NSG) program, through which any community member can receive up to \$500 for small projects that foster community connectivity. We quickly adapted the criteria to reduce social isolation while maintaining COVID-19 safety protocols. With isolation at its peak, we weren't sure if community members would be ready to plan and lead projects. We were inspired by what we saw: enthusiasm, creativity, and compassion embodied through 56 projects from across our region. We were grateful for a special contribution from the District of Tofino to support Tofino-based projects, as well as funding from MakeWay to support grassroots projects that addressed food security. As always, we are grateful for our partner Westcoast Community Resources Society for helping us deliver this initiative.



NSG Program spotlight: We want to thank you so much.

In the spring, the Treble Sparrows (local youth choir), with the assistance of music teachers Sophie L'Homme and Julia Simmerling, and videographer Mark McKeough, recorded a song to say thank you to all the frontline workers who made residents feel safe and loved during those uncertain times. While the singers recorded their performance at home Sophie says, "it was very clear that we were together at heart!"

[Watch their video here!](#)

Empowering Youth

Education Awards

In partnership with Genus Capital Management, the CBT give two \$12,000 education awards annually. The awards are made based on community involvement, personal reference letters, a proposed education plan, and academic achievement.



Mark Frank Perry from Ahousaht received the Central Region Nuu-chah-nulth Student award to support his studies in business at the University of Victoria. A highly involved community member, Mark was a member of Maaqtusiis Secondary School student council and focused on making the school livelier and more fun. He is also a member of the Ahousaht cultural group and did an internship with CBT. Mark says he wants his education to benefit everyone, and his goals include helping to start community run businesses and working in local public administration.

Trinity Clark from Ucluelet received the Clayoquot Biosphere Education Award and is studying social sciences at the University of Victoria. Trinity is also an Ahousaht member and graduated from Ucluelet Secondary School (USS) in 2020. In addition to her strong academic record, Trinity has dedicated countless hours to the service of west coast communities, helping to organize and support initiatives at USS, in Ucluelet, and the region as a whole. Trinity is naturally curious about the world and plans to narrow her focus through her education, with the goal of working with and helping people around her.



Eva says, "I wanted to do something that gives back to the community and allows me to practice and develop my interest in photography." Way to go Eva! You can hear Eva talk more about her project [here](#).

NSG spotlight: Eva Wickham

Youth-led Neighbourhood Small Grants

The CBT makes special efforts to help young people participate in our Neighbourhood Small Grants program (read more about NSG on page 7). In 2020, there were seven youth-led NSG projects in four different communities. Thirteen-year-old Tofino resident Eva Wickham—who is also a member of our NSG committee and helps evaluate grants—led a creative project that helped support and connect youth with elders during the pandemic. She and other local youth explored their community and practiced taking photos of the beauty around them. Eva then turned these photos into cards and mailed them to elders in the community to help combat social isolation and loneliness.



Youth Hangouts

Through the Coastal Family Resource Coalition (see page 13), the CBT supported a series of online youth gatherings during the pandemic. It was clear that youth, who typically connect through school, sports, and other programs, were feeling the challenges of the pandemic in a unique way. The hangouts were also attended by a youth worker who facilitated discussions about mental health, the pandemic, and other youth priorities.

Achieving the Biosphere Centre

Following the purchase of a property in Tofino in 2019, the CBT made steady progress in the process to establish a Biosphere Centre: a community hub that supports learning, connecting, and sharing ideas through innovative programs, and, ultimately, solutions that benefit all people in our region. We envision a welcoming space, where residents, visitors, and researchers feel equally comfortable, and where scientists and storytellers can share their valuable data and teachings.



Early in the year, we held a small ceremony on the land with Tla-o-qui-aht cultural worker Seitchmultlnee (Chris Seitcher) and his son Hayden to positively prepare for the work ahead. We were also able to engage in-person with community members, neighbours, partner organizations, and our regional board of directors for a series of design sessions. With hearts and minds engaged, we imagined how the vision could take form as a physical building, co-creating the first architectural drawings of the facility with MOTIV Architects.

In the fall, our zoning bylaw amendment application unanimously passed its first reading by the District of Tofino Council and we'll be continuing the rezoning process throughout 2021.

[You can learn more about the Biosphere Centre initiative on our website.](#)



West Coast NEST



Despite massive changes for the tourism sector, our region's education tourism initiative, the West Coast NEST, advanced education for sustainable development in exciting new ways that provided revenue and awareness for local organizations and businesses. NEST also developed new partnerships with the Government of Canada Sustainable Development Goal (SDG) Unit, and Royal Roads University. Major achievements in 2020 include:

Increasing local awareness of the United Nations Sustainable Development Goals

Local knowledge of the SDGs supports our region's efforts to work toward and achieve peace and prosperity for all people and the planet by 2030. In 2020, we promoted the SDGs through:

- a series of training workshops for individuals, communities, businesses, and governments
- a photo contest, youth colouring contests, and social media campaigns
- an ESRI StoryMap about local SDG initiatives

Helping local organizations to pivot to creating online curriculum:

- led a free educational filmmaking course for local organizations
- collaborative, multi-media project highlighting regional marine-based research projects for youth, families, and middle and high school teachers

Hosting and promoting online learning opportunities:

- promoted over 30 partner organizations and their online learning opportunities
- hosted a virtual west coast knitting retreat

"I was extremely impressed with the online 2020 west coast knitting retreat and loved the opportunity to challenge my knitting skills and learn a new technique as a virtual visitor to the region."

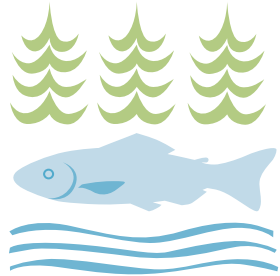
– Carol H., Rosedale, BC

"This [StoryMap] project helped develop our team's digital skills and storytelling abilities through a platform we have never used before. The skills and creative process we learned by doing StoryMaps will be extremely applicable in various future projects."

– Karyssa Arnett, Strawberry Isle Marine Research Society

2020 Grants by numbers

total project funding: **\$406,702**

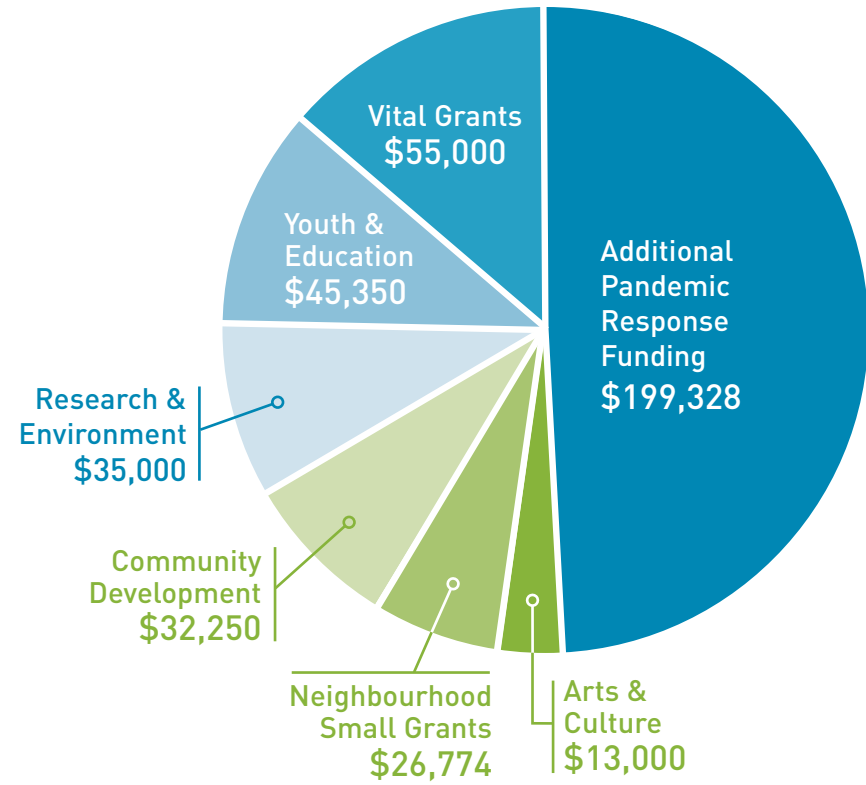


107
number of local projects funded

37 number of local organizations funded



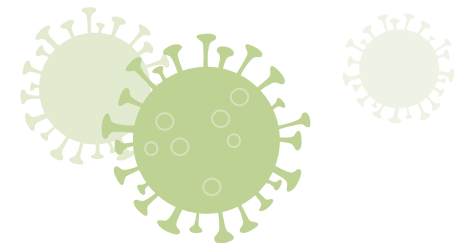
\$269,372
estimated in-kind leveraged



\$234,964 estimated partner contributions

specific Pandemic Response funding **\$226,102**

including: Neighbourhood Small Grants, Emergency Community Support Funding, Giving Catalogue, Transportation Funding



2020 Funded Projects

We recognize the contributions that all CBT grant recipients make to the UNESCO Biosphere designation. Many grants were made early in year and we supported grantees to ensure they could adapt their projects to meet the needs of their organization and the community, while complying with public health guidelines. Our top priorities were to be a highly flexible and responsive grant-making organization.

Arts and Culture Grants

- Aeriosa Dance Society** – Tofino Tree Festival
- Carving on the Edge Festival Society** – Nuučaanūt hiits cik yak
- Tofino Clayoquot Heritage Society**
– Tofino/Clayoquot arts and culture audio walking map
- Wickaninnish Community School** – After-school central dialect language program

Community Development Grants

- Tla-o-qui-aht First Nations** – Cancer/debilitating-illness support group
- Tofino General Hospital** – Language walk
- Toquaht Nation** – Toquaht food security: food preservation project
- Westcoast Community Resources Society** – Free counselling clinic

Research and Environment Grants

- BC Conservation Foundation** – WildSafeBC Pacific Rim 2020
- Central Westcoast Forest Society** – Centennial Creek restoration project
- Strawberry Isle Marine Research Society** – Sea star stewardship program
- Wetland Stewards of Clayoquot and Barkley Sounds**
– Tracking road mortality and population trends of amphibians



Youth and Education Grants

- Junior Achievement British Columbia** – Bright Futures for Clayoquot Sound Biosphere Region
- Maaqtusiis Secondary School** – Maaqtusiis School YES programming
- Pacific Rim Hospice Society** – Child/Youth grief program
- Wild Pacific Trail Society** – Wild Pacific Trail young naturalist program

Biosphere Research Award

- Thornton Creek Enhancement Society** – WCVI juvenile chinook survival project

Vital Grants

- Alberni-Clayoquot Regional District** – Actioning community priorities around food and agriculture
- Tla-o-qui-aht First Nations** – Reconciliation-in-Action: increasing tribal parks allies engagement through outreach and education
- Yuuluʔilʔath Government** – ʔichuut WildSafeBC Coordinator: Hitacu-Macoah



56 Neighbourhood Small Grants



COVID-19 response projects

Emergency Community Support Fund

CARE Network – Emergency animal control in underserved Indigenous Communities
Health & Safety

Pacific Rim Hospice – Older adult and service provider needs assessment/gap analysis

Seaview Seniors Housing Society – Forest Glen emergency gathering and warming centre

Strawberry Isle Marine Research Society – Ocean literacy development program

Surfrider Foundation – Addressing and collecting the proliferation of waste from the pandemic

West Coast Community Resources Society – Regular radio guest appearances of a local physician and other service providers

Westcoast Community Resources Society – Working Toward Wellness Together

WildsafeBC – Addressing the need for better waste management in the region



Grantee spotlight: Pacific Rim Hospice Society

“The Pacific Rim Hospice Society has worked closely with the CBT during the COVID-19 pandemic. The CBT has been incredibly supportive by allowing flexibility in how we spent a grant they had previously given us allowing our clinical counsellor to provide COVID-19 counselling to any community member in need. This service was very well-utilized by community members in distress. Additionally, the CBT recognized how helpful it was in early spring to gather community leaders weekly in virtual meetings in order to share opportunities, learnings, and ways to cope with the uncertainty facing all of us. The CBT has been the glue holding community service providers together.”

– Tarni Jacobsen, Executive Director



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Regional Programs

The CBT is home to a number of regional programs including Leadership Vancouver Island, the Coastal Family Resource Coalition, and West Coast NEST. By taking on the critical, but time-consuming administrative tasks, we help partner networks and initiatives focus on their missions in areas where there is strong alignment with the CBT’s mandate.

Leadership Vancouver Island



This community-focused, grassroots leadership development program inspires and builds capacity among our residents for leadership, learning, and service, under the direction of a local steering committee and in partnership with Vancouver Island University.

We are proud of the LVI participants and leadership team for pivoting to an all-digital format. (Before the pandemic, monthly learning days were held in all seven communities in the biosphere region.) All group projects were completed and all 15 participants graduated from the program, in spite of many personal and professional challenges. Way to go LVI class of 2020!



“My favourite thing about LVI was the relationships we made. We were all rooting for each other and knew we had this support. I’m grateful for this safe space. It helped me grow so much—especially with my public speaking, which I used to dread! I now feel much stronger and comfortable representing my Nation (Yuutuʔitʔath), especially saying welcome prayers, with all the lessons I have learned.”

Participant spotlight: Samantha Touchie *sičquu-uλ*



Coastal Family Resource Coalition

The CFRC is an interdisciplinary network of west coast service providers that develops capacity to address the needs of children, youth, families, and communities, and to improve communications between service providers, agencies, communities, and funders. With the goal to improve the overall health in our communities, the missions of the CBT and the CFRC align—facilitating the sharing of knowledge and experience to achieve social and cultural sustainable development.

The onset of the pandemic in early 2020 resulted in an increased need for collaboration and emergency response among public health service providers in the region.

The CFRC:

- increased the frequency of its meetings and saw higher attendance resulting in a more cohesive and inclusive regional response;
- supported the formation of the West Coast Seniors Working Group;
- supported the publication of a public health resource guide; and
- coordinated resources for youth and families, such as a remote youth hangout and a family resources hour on the radio.



Network Partner spotlight: Albemarle Clayoquot Regional Health Network

“The pandemic highlighted the need for regional health service providers to communicate effectively and bring forward priorities. CFRC meetings were an opportunity to coordinate efforts of local agencies and communities, ensuring a nimble response to community needs, identification of recovery priorities, and the ability to bring attention to long-standing inequities. This information and collaboration from 2020 are invaluable as we move forward in local and regional efforts to build back better in years to come.”

– Marcie Dewitt, Coordinator

Thank you for Giving

Our 2020 donors join a group of committed funders who invest in our region through their donations, grants to our program, or in-kind contributions. We thank each of our donors for placing your trust in us to effectively manage and steward these funds.

Abigail Fortune
 Adrienne Mason
 Ailey Jarvis
 Allan Baker
 Amanda Cameron
 Amorita & Scott Adair
 Amy Cameron
 Andrea McQuade
 Andrea Tovell
 Andrew Petch
 Anna Bichel
 Anne Weeks
 Anonymous
 Barb Cannon
 Barb Gudbranson
 Barbara Millar
 Barbara Beasley
 Barbara Campbell
 Betsy Buhtz
 Bob Hansen
 Bob Macdonald
 Brett Grimm
 Brody Pigeau
 Brooke Wood
 Bruce Baugh
 Buchanan & Matthew Wall
 Candace Bale
 Candace Picco
 Carol Sedgwick
 Carole Gagne
 Carolyn Cortazzoli
 Carrie Marshall
 Cathy Bernard
 Celina Horn
 Chad Ford
 Charitable Impact
 Foundation (Canada)
 Charmaine Lam
 Children's Health Foundation
 of Vancouver Island
 Christine Skucas
 Clayoquot Biosphere Trust Society
 Community Foundations of Canada
 Conor and Christie Mackenzie

Corene Inouye
 Crab Apple Campground
 Cris Martin
 Dan Harrison
 Darcy Dobell
 Darryn Brown
 David Floody
 Daylight Cannabis Company
 Decoda Literacy Solutions Society
 Dena Bruno
 Denise Stys-Norman
 Dennis Morgan
 Diane Harskamp
 Diane Lindholm
 District of Tofino
 District of Ucluelet
 Elin Grip
 Emily Coombs
 Emily Fulton
 Emma Paveley
 Enid & Zelig Hurwitz
 Epic Pharmacy
 Erica Daley
 Erika Goldt
 Erika Lok
 Eveline Stokkink
 Faye Missar
 Gale Johnsen
 Genus Capital Management Inc.
 Gordon Nelson
 Government of Canada
 Green Buoy Consulting
 Green Room Body Co.
 Gregor Robertson
 Harbour Health Integrated
 Therapies Heather Baxter
 Heather Botterill
 Heather Riddick
 Heidi MacPherson
 Jacinthe Amyot
 Jacky Challenger
 Jacqueline Baynes
 Janice Lore
 Janine Croxall

Jaye Herbert
 Jeanne Keith-Ferris
 Jen Pukonen
 Jennifer Bauer
 Jennifer Hoar
 Jennifer Livesey
 Jennifer Price-Francis
 Jennifer Yakimishyn
 Jeremy Wallace
 Joanna Streetly
 Jody Kirk
 John Reid-Hresko
 John Nikiforuk
 John-Paul Harrison
 Joleen Sohler
 Jolene Arsenault
 Joshua Temple
 Josie Osborne
 Joy and Rod Davis
 Jack Greig
 Judi Andrew
 Judy Gray
 Julie Corlazzoli
 Julie Wilson
 Karla Strickland
 Katherine Thomas
 Kellsie Forbes
 Kelly Simonson
 Kim Hoag
 Kimberley Clark
 Kirsten Johnsen
 Kyle Meagher
 Lance Desilets
 Lara Kempes
 Laura Loucks
 Laurie Gehrke
 Leah Ungstad
 Lester Mitchell
 Lilia Noel
 Lilia Trousdell
 Lisa Fletcher
 Lisa Hasse
 Lochie Mackenzie
 Long Beach Recreation
 Co-op
 Lucia Lyons
 Lynda Kaye
 Lynette Dawson-
 Summerfeldt
 Makeway
 Mandala Smulders



100+ Women Who Care

Looking back on 2020, our 100+ Women Who Care event in February was one of my highlights. Thank you to each of the 105 women who joined together to demonstrate our dedication to communities and ecosystems. I'm proud of how we worked as one to meet that goal and so thankful that we spent the evening together. As my kids would say, it really filled my bucket. This social gathering was more significant than we knew at the time given we haven't able to meet like that since. You can trust that another 100+ women gathering will be a high priority as soon as we're able to host events safely!

– Rebecca Hurwitz, CBT executive director

Maple Leaf Centre for Action
 on Food Security
 Marcel Bouma
 Marcie DeWitt
 Marcus Fuller
 Maren Carson
 Margaret Eady
 Margaret McLellan
 Margaret Morrison
 Marjorie Bowman
 Mark Sawyer
 Matt Dawson
 Megan Fraser
 Lisa Davis
 Nanaimo Foundation
 Nancy Bradshaw &
 Ian Robert Brown
 Naomi Bruce
 Natasha Baert-Hockin
 Nicky Ling
 Nicole Little-Bray
 Nicole Thompson
 Nora Boileau Morrison
 Norma Dryden
 Norman Johnson
 Ocean Outfitters Ltd.
 Ocean Shine

Patricia Cameron
 Patricia Sieber
 Peter & Alexis Gorgopa
 Peter Thicke
 Rachel Barton
 Rachelle Cole
 Rebecca Henn
 Rebecca Hurwitz
 Remembering Otto & Marie Pick
 Charitable Foundation
 Rhonda Graham
 Risa and Bill Levine
 Rob Frawley
 Sabrina Donovan
 Sacred Stone Spa
 Samantha Fyleris
 Sandra Ashby
 Sandra Rideout
 Sandy Cortazzoli
 Sarah Gellard Tyne
 Sarah Timberlake
 Sea View Seniors Housing Society
 Shane Oregon
 Shannon McWhinney
 Shift Strategy + Design Inc.
 Shirley Martin
 Silva Johansson

Sophia Keller
 Stephanie Hughes
 Sue Courtin
 Susan Payne
 Susan Spencer
 Tammy Dorward
 Tammy Shymko
 Tarni Jacobsen
 The J.W. McConnell
 Family Foundation
 The Studio Ucluelet Yoga +
 Fitness Corporation
 Timothy Chipchar
 Toby Fraser
 Tofino Fish Guides Ltd.
 Tofino Nature Kids
 Tofino Resort + Marina Inc.
 Tourism Tofino
 United Way Central &
 Northern Vancouver Island
 Vancouver Foundation
 Victoria Foundation
 William Mitchell
 Yoga Club with Angie Members
 Yoshie Bancroft
 Zoë Rodocanachi

A founding contribution from the Government of Canada has supported the CBT programs and grants since our beginning in 2000. We are grateful for their investment in our region through the gift of the Canada Fund, a \$12-million endowment.

We apologize for any omissions. Please advise us of any errors or changes.

Ways to give

A donation to the CBT makes meaningful and lasting impacts in areas that are important to you. From arts and culture to research, from education to the environment, donors and funders come to us to help simplify and enhance their charitable giving in the region.

The CBT's nine endowment funds include:

- Biosphere Centre Fund
- Biosphere Research Fund
- CBT Operating Endowment Fund
- Clayoquot Sound Wild Salmon Fund
- Fish for the Future Fund
- Pacific Rim Foundation Fund
- Tofino Children's Swimming and Water Safety Fund
- Tofino Community Fund
- West Coast N.E.S.T. Fund

Today for tomorrow

CBT's fully audited financial statements are available on our website.
Registered Charity Registration #870641727RR0001



I donated this year through CBT's pandemic response Giving Catalogue initiative. During a very challenging time, this well-designed, user-friendly giving tool provided a much-needed option for west coasters to fundraise "by the community, for the community." After contributing, my tax receipt followed quickly. The process couldn't have been easier!

– Bob Hansen, Tofino community member



Fossil Fuel Free Investing

The pooled endowment funds of the CBT are invested in partnership with Genus Capital Management, a pioneer in Canada's divest-invest movement. Genus ensures our funds are not invested in the fossil fuel industry or other socially and environmentally harmful industries, aligning our investments with our long-standing commitment to living sustainably. Genus includes an SDG lens in their investment criteria, working to ensure the investments that drive the local impact of our foundation also advance SDGs in the wider world.

If you have questions about leaving a lasting legacy,

whether through contributing to a fund or starting your own, our executive director, Rebecca Hurwitz, would be pleased to meet with you. As a donor, you can work with the CBT to identify your philanthropic goals, matching your interests with community data and needs.



Learn more about giving.

The CBT is the only organization in Canada that is both a community foundation and a UNESCO biosphere.

Both of these networks have embraced the UN Sustainable Development Goals (SDGs) to guide efforts and monitor progress.



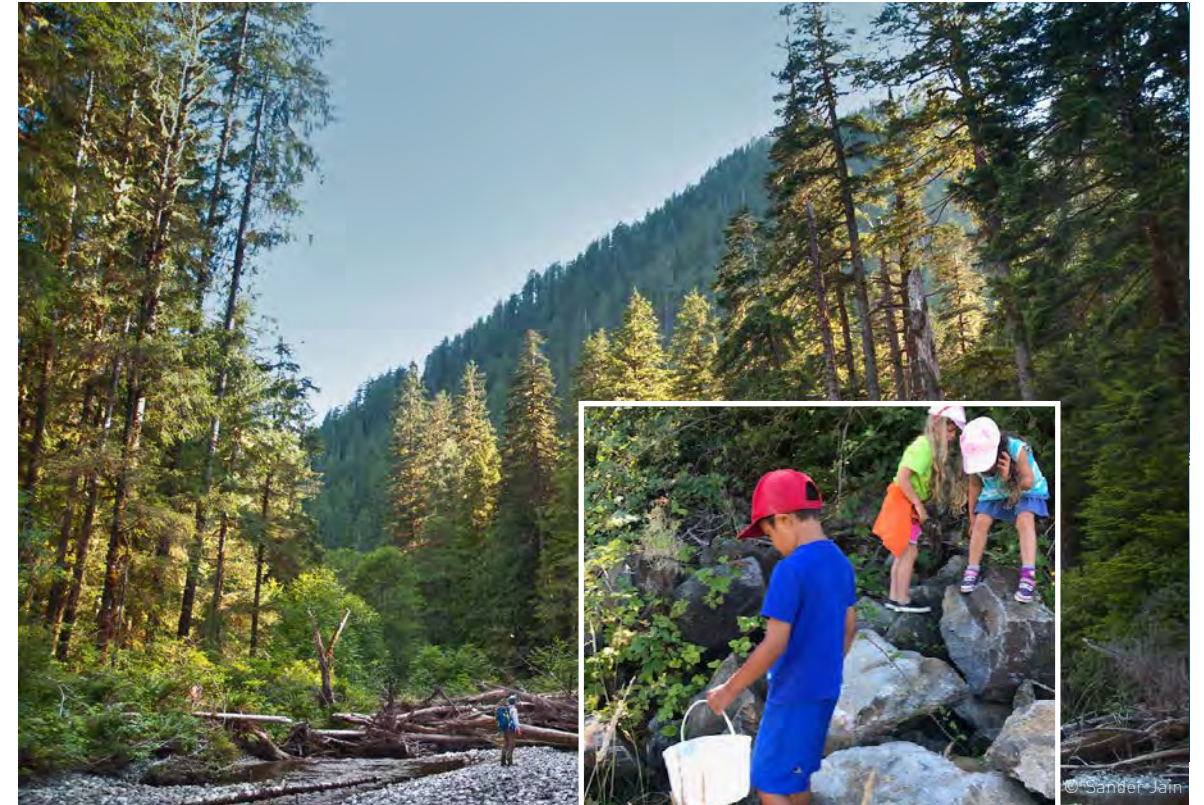
The SDGs provide a useful framework that allow us to draw connections between the health of ecosystems and communities in the CSUBR. At the CBT, we have known since our inception that thriving communities and thriving ecosystems go hand in hand, guided by the Nuu-chah-nulth philosophy of *hišukniš čawaak* everything is one and interconnected.



The CBT is an active member of the Canadian Biosphere Reserves Association as one of 18 UNESCO biosphere reserves in Canada.



The CBT is one of Canada's 191 community foundations.



Creating a better future through biosphere stewardship, philanthropy, and community building.



316 Main Street | PO Box 67
Tofino, BC V0R 2Z0

- clayoquotbiosphere
- @clayoquotbiosphere
- @claybiotrust

Photo credits:

- Marcie Callewaert
- Melody Charlie Photography
- Sander Jain Photography
- Douglas Ludwig Photography
- Nora Morrison
- Ocean Simone Shine

September 28, 2021



Dear Mayor and Council,

On behalf of the Board of Directors of the Clayoquot Biosphere Trust (CBT), I am pleased to provide an update on the Clayoquot Sound Biosphere UNESCO periodic review process.

This year, the CBT completed the [Clayoquot Sound UNESCO 2010 – 2020 periodic review self-study](#). Following the format prescribed by UNESCO, the report includes local data, community input, and case studies. The self-study also includes an update to the Biosphere zonation and map to show how the Clayoquot Sound Biosphere continues to meet the Statutory Framework of the World Network of Biosphere Reserves.

As part of the review, we reached out for support for the continued designation from our partners. The CBT received 83 letters from governments, organizations, researchers, and champions. We have showcased them in the [Celebrating 10 Years of Partnerships StoryMap](#). We are grateful for your support and feedback and are committed to taking your words to heart moving forward.

In May, the CBT hosted Maureen Reed and Sarah Gamble for a virtual review due to COVID-19. In addition to attending board meetings and our AGM, the independent reviewers engaged with more than 30 partners in roundtable meetings focused on CBT governance; conservation and land relationships; tourism; and food security. You can learn more in the [Report of External Reviewers](#), which summarizes highlights and achievements, as well as opportunities and recommendations for the next 10 years.

I am delighted to share that the Canadian Commission for UNESCO has recommended that **the UNESCO designation of the Clayoquot Sound Biosphere be maintained**. The reports are now being transmitted to UNESCO for consideration by the International Advisory Committee for Biosphere Reserves and the Man and the Biosphere Programme International Coordinating Council. We expect to receive the final results in late 2022.

The periodic review process has called on us to re-engage partners, reflect on our collective achievements, and identify areas of opportunity as we continue to deliver our mandate. We're excited to have achieved this milestone and thank you for your continued commitment to working towards biodiversity conservation, sustainable development, and reconciliation.

Sincerely,

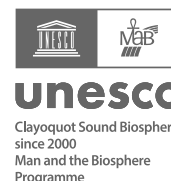
Rebecca Hurwitz
Executive Director

PO Box 67, 316 Main Street, Tofino BC Canada V0R 2Z0

T 250.725.2219 F 250.725.2384

clayoquotbiosphere.org

UNESCO Designation of the Clayoquot Biosphere Maintained Rebecca Hurwitz...



Ambulance Paramedics

of British Columbia - CUPE 873



Tel: 604-273-5722 | Fax: 604-273-5762 | Toll Free: 1-866-273-5766 | Toll Free Fax: 1-866-273-5762
 105 - 21900 Westminster Hwy., Richmond, BC V6V 0A8
 info@apbc.ca | www.apbc.ca

September 22, 2021

Dear Mayors and City Councillors,

As we reflect on our week at UBCM we are grateful for the community connection and thoughtful engagement and collaboration between all levels of government and stakeholders. We appreciated the opportunity to virtually meet with so many mayors, councillors, and community leaders, and we hope you had a chance to visit our booth and enter our draw for an emergency preparedness kit (prizes are being mailed out this week!).

In case you missed it, we invite you to check out the following documents that were available at our online booth and explore the versatile skillset that uniquely qualifies paramedics to address public safety, emergency first response, patient transportation and community-based health innovation across BC.

Who We Are - <https://bit.ly/39vFSQo>

Rural - <https://bit.ly/3CAo4Af>

Metro - <https://bit.ly/3IRuwwU>

Community Resource Document - <https://bit.ly/39vFQs2>

We are reaching out today to extend an invite to you to set a time to meet and follow-up on the initiatives and solutions available to your community and address paramedic, dispatch, and ambulance resources.

At your earliest convenience please contact our office by phone at 604-273-5722 (or toll-free at 866 273-5766) or by email at info@apbc.ca or troy.clifford@apbc.ca.

We look forward to connecting with you and continuing to work collaboratively to support paramedic services in your community.

Sincerely,

Troy Clifford
 Provincial President
 Ambulance Paramedics of BC
 CUPE Local 873

TC/sb/MoveUp

Page 1 of 1



File: 0410.03

September 15, 2021

Honourable Josie Osborne
Minister of Municipal Affairs

VIA Email: MAH.Minister@gov.bc.ca

Dear Minister:

Re: Appointment of Directors to Regional District Board

The following resolution was passed by the Metro Vancouver Regional District Board at its July 30, 2021 meeting:

That the MVRD Board request the Ministry of Municipal Affairs to amend the Local Government Act in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board

Metro Vancouver's background report to this motion, entitled "Municipal Director Appointment Process", is attached for reference.

At its September 13, 2021 Regular Council meeting, the Council for the City of Langley passed the following resolution:

WHEREAS the Local Government Act sets out the procedure for the appointment of directors to the regional district board;

WHEREAS section 198 of the Local Government Act states: After the first appointment under section 41 (2) (e) [first board for regional district], each municipal director is to be appointed at pleasure by the council from among its members and that the Local Government Act does not stipulate any criteria in making those appointment decisions;

WHEREAS the appointment of directors to the regional district board under the Municipal Act (now Local Government Act) was changed after 2000 to "at the pleasure of Council" and that there have been no criteria constraining municipal council's appointment decision since 1965;

WHEREAS the governance structure of regional districts has been lauded as a model structure that provides for "a regional federation of autonomous partners, representing both municipal and non-municipal territory and allows each Regional District to tailor most of its individual functions, both regionally and sub-regionally, to its own evolving needs. The Regional District legislation was designed to promote inter-municipal cooperation, to provide services to non-municipal urban fringe or rural communities, and to stimulate consensus-based planning and co-ordination across regions;"¹

WHEREAS regional districts are "part of the municipal system not separate from it. The regional district does not sit over the municipalities with the municipal units serving the region. Rather it is the reverse: the regional district exists to further the interests of its municipal members;"²

WHEREAS the current section 198 of the Local Government Act provides ability, accountability, autonomy, and a democratic process for each municipal council to appoint the director to the regional board that best represents the views of majority of council on regional-scale services matters;

WHEREAS the Metro Vancouver Regional District is a federation of 21 municipalities, one Electoral Area and one Treaty First Nation that collaboratively plans for and delivers regional-scale services;

WHEREAS the Metro Vancouver Regional District Board, at its July 30, 2021 meeting, passed a resolution to request the Ministry of Municipal Affairs to amend the Local Government Act in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board;

WHEREAS Metro Vancouver Regional District Board has not outlined the impetus and rationale for the proposed amendment to section 198 of the Local Government Act;

WHEREAS the proposed resolution passed by the Metro Vancouver Regional Board to amend the Local Government Act to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board would affect all regional district boards in BC and that a broad consultation with all local governments in BC is necessary and required to consider this amendment;

THEREFORE, BE IT RESOLVED THAT the Ministry of Municipal Affairs conduct a broad consultative process in partnership with the Union of British Columbia Municipalities, Lower Mainland Local Government Association, and all local governments in BC to solicit feedback with tangible and objective rationale to support the amendment to section 19 of the Local Government Act to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board; and that this motion be forwarded to Honourable Josie Osborne, Minister of Municipal Affairs, and all municipal councils in BC.

Yours truly,
CITY OF LANGLEY



Kelly Kenney
Corporate Officer

Cc BC Municipalities

Enclosure

Footnotes in Resolution:

1 40 Years: A Regional District Retrospective Summary of Proceedings, Local Government Knowledge Partnership, Ministry of Community & Rural Development, Local Government Management Association of British Columbia, 2009,
<https://www.uvic.ca/hsd/publicadmin/assets/docs/LGI/RetrospectiveMar2009/Summary.pdf>

2 A Primer on Regional Districts in British Columbia, Ministry of Community Services, 2006,
https://www.regionaldistrict.com/media/28095/Primer_on_Regional_Districts_in_BC.pdf

To: MVRD Board of Directors

From: Mayors Committee

Date: July 9, 2021

Meeting Date: July 30, 2021

Subject: **Municipal Director Appointment Process**

MAYORS COMMITTEE RECOMMENDATION

That the MVRD Board request the Ministry of Municipal Affairs to amend the *Local Government Act*, in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board.

At its July 9, 2021 meeting, the Mayors Committee considered the attached report titled "Municipal Director Appointment Process", dated June 18, 2021. The committee discussed seeking a statutory amendment to the provisions in the *Local Government Act* to require the appointment of the Mayor or designate as the municipal director on the regional district board. The Committee subsequently adopted the recommendation as presented above in underline style.

This matter is now before the Board for its consideration.

Attachment

"Municipal Director Appointment Process", dated June 18, 2021

46632665

To: Mayors Committee

From: Chris Plagnol, Corporate Officer

Date: June 18, 2021 Meeting Date: July 9, 2021

Subject: **Municipal Director Appointment Process**

RECOMMENDATION

That the Mayors Committee receive for information the report dated June 18, 2021, titled “Municipal Director Appointment Process”.

EXECUTIVE SUMMARY

BC’s regional districts are each governed by a board of directors which is composed of municipal directors, Treaty First Nations directors, and electoral area directors representing their local jurisdictions. As set out in the *Local Government Act*, the electoral area director is elected to the board, while the other directors are appointed. The decision to appoint rests with the municipal council or the treaty first nation governing body. The Act does not stipulate any criteria in making those appointment decisions, such as the Mayor should be the default appointment. To do so would require a statutory amendment to the *Local Government Act*.

PURPOSE

To outline the process and procedures related to the appointment of municipal directors to the Metro Vancouver board.

BACKGROUND

At its meeting of May 26, 2021, the Mayors Committee discussed the process by which directors, particularly Mayors or their designates, are appointed to the regional district board, and adopted the following resolution:

That the Mayors Committee direct staff to review the process and procedures for Mayor or their designate and Director appointments and report back.

This report provides for the committee’s consideration information on the municipal director appointment process.

REGIONAL DISTRICT GOVERNANCE

The 27 regional districts in BC are modeled as a federation composed of municipalities, electoral areas, and Treaty First Nations, each of which has representation on the regional district board. The board is the governing body of the regional district, and is ultimately responsible for the services provided and the actions taken. This board is composed of one or more directors appointed from each member municipal council and each Treaty First Nation governing body, and of one or more directors elected from each electoral area, based on the population of the jurisdiction represented.

Metro Vancouver's Boards

In Metro Vancouver's case, the MVRD board represents 21 municipalities, one Electoral Area and one Treaty First Nation, composed of 40 directors as follows:

- 38 municipal directors
- 1 treaty first nation director
- 1 electoral area director

It is important to note that in addition to the MVRD Board, Metro Vancouver is also governed by 3 other boards. The *GVS&DD Act* provides that the GVS&DD board comprises those persons who are directors for each jurisdiction within the GVS&DD on the MVRD board, together with the electoral area director. The *GVWD Act* contains a similar provision. Finally, the *MVHC Articles of the Company* stipulate that the directors for the MVHC board will mirror those appointed to the MVRD board.

Appointment Process

The *Local Government Acts* sets out the procedure for the appointment of directors. For municipal directors, section 198 of the Act states:

After the first appointment under section 41 (2) (e) [*first board for regional district*], each municipal director is to be appointed at pleasure by the council from among its member.

There is a significant phrase in this section and that is that each municipal director is to be appointed at pleasure by the council from among its members. This means that the decision to appoint (or remove) municipal directors rests entirely with the municipal council (as does the appointment of Alternate Directors, which is not addressed in this report). The Act does not stipulate any criteria in making those appointment decisions, such as the Mayor or Mayor's designate should be the default appointment, followed by councillors.

Since 1965, the *Municipal Act* (now *Local Government Act*) stipulated that municipal directors were appointed annually (after 2000, this provision was changed to "at the pleasure of council"). And since 1965, there have been no criteria constraining municipal council's appointment decision.

Electoral area directors and treaty first nation directors follow different provisions. The electoral area director is directly elected for a four-year term until the next general local election, as set out in section 199 of the Act. The treaty first nation director is appointed by the nation's governing body and does not follow the "at pleasure" provision described above, but rather the term is set in accordance with section 254 of the Act.

If the MVRD Board wishes to make changes to the appointment process presented above, the next step would be to seek legislative change to the *Local Government Act*. In this case, the statutory change would affect all regional district boards in BC. The Ministry would have to consider the effect of this more global change, and may restrict this provision to Metro Vancouver only and/or conclude that the same amendment is appropriate for other regional district boards.

ALTERNATIVES

This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS

Directors appointed to the regional district board are remunerated in accordance with the Remuneration Bylaw. The process to appoint directors to the board does not affect the remuneration budget.

CONCLUSION

The process to appoint directors (municipal directors, treaty first nation directors, and electoral area directors) to regional district boards is prescribed by the *Local Government Act*. While the electoral area directors are directly elected to the boards, the municipal directors and treaty first nation directors are appointed by their municipal council and governing body respectively. The Act does not stipulate that the municipal director appointment must be the Mayor or the Mayor's designate. As such, to introduce any appointment selection criteria for municipal directors would require a statutory amendment. This information is brought forward for the committee's information.

46272792

From: [REDACTED]
To: [Info Ucluelet](#)
Subject: Cathy Peters' presentation to Global Virtual Summit on the Impact of Pornography on Youth and Children "Connect to Protect"- please attend: October 13-15, 2021.
Date: September 28, 2021 9:54:15 AM
Attachments: [Be Amazing Brochure - R3.pdf](#)

[External]

Dear Mayor Mayco Noel and Ucluelet District Council,

I had the opportunity to present this past spring to many City Councils and Regional Districts including policing committees, police boards, school boards and wellness committees about the issue of Human Trafficking, Sexual Exploitation and Child Sex Trafficking in BC and How To Stop It.

I am available for more presentations in February, including "deeper dive" presentations for Councils, Indigenous bands, frontline service providers and stakeholders.

ASK: Please share the link (connectingtoprotect.org) and information for the inaugural Global Virtual Summit called "Connect to Protect" with your contacts, staff and stakeholders.

All sessions will be pre-recorded to be available to all participants to view at any time given time zones.

This Summit is first of its kind internationally and will address the impact of pornography on youth and children.

I will be presenting along with University Student Tagen Marshall.

There is a general admission fee and group rates.

This Summit is sponsored by the University of Calgary, Department of Social Work, and offers course university credits as well (for additional fee).

Please contact me for more information and for information about future presentations to your area.

Attached is my updated brochure.

Sincerely, Cathy Peters

BC anti-human trafficking educator, speaker, advocate

Be Amazing; Stop Sexual Exploitation

1101-2785 Library Lane, North Vancouver, BC

V7J 0C3

[REDACTED]

Human sex trafficking and sexual exploitation for the purpose of prostitution is the fastest growing crime in the world. It is a lucrative crime targeting our youth, children, and the vulnerable.



You can help stop sexual exploitation starting in your community:

Learn about the issue.

Share it with others.

Alert your politicians that sexual exploitation must stop.

An Anti-Human Trafficking Initiative

BeAmazingCampaign.org

.....

Canadian National Human Trafficking Hotline

1-833-900-1010

Cathy Peters presentation to Global Virtual Summit on the Impact of Porn...



**Learn.
Share.
Alert.**

Be Amazing



An Anti-Human Trafficking Initiative

PRESENTED BY

Cathy Peters

BeAmazingCampaign.org

A modern equal society does not buy and sell women and children.

Cathy Peters raises awareness about the issue of human sex trafficking, sexual exploitation and child sexual trafficking which is for the purpose of prostitution. She speaks and presents to politicians, police and the public.



Today's slavery has low costs and huge profits; a trafficker can make hundreds of thousands of dollars **per victim** per year.

The average age of entry into prostitution is 12–14 years of age in Canada, although traffickers are targeting children as young as 8. There has been a dramatic increase in child exploitation along with the production and consumption of child pornography. Unregulated technology has increased the demand for commercially paid sex.

The biggest problem in Canada is that the public is unaware of the issue. Women, youth, children, the marginalized and vulnerable will become potential targets and victims unless we do something to stop it.

Learn. Share. Alert.

BeAmazingCampaign.org

Cathy Peters presentation to Global Virtual Summit on the Impact of Porn...

Cathy Peters is a former inner city high school teacher and since 2014 has made 450 presentations to over 15,000 people.

Cathy has received 10 Challenge Coins for her work and advocacy from Kitimat, North Vancouver, Coquitlam, Richmond, Surrey, and the Chilliwack RCMP detachments, RCMP HQ Counter Exploitation Unit, from the New Westminister Police Department after presenting at the Justice Institute in New Westminister, the Delta Police Department, and Vancouver Police Department.

Cathy's work was introduced in the BC Legislature, she has participated in two Federal Justice Committee Human Trafficking Roundtables in Vancouver, and contributed a Federal Public Safety Consultation brief in 2018. In response to MMIWG Inquiry, Cathy presented to the Okanagan Native Alliance (2020, 2021) on how to protect indigenous women and girls. She was nominated for an Order of BC and for the Carol Matusicky Distinguished Service to Families Award.

Cathy's goal is to "traffick-proof" every community in BC and to prevent the full decriminalization of prostitution in Canada.

From: [Julia Martin](#) on behalf of [Administration Shared](#)
 Subject: ACRD - Around our Region Newsletter - September 2021
 Date: September 23, 2021 3:02:43 PM

[External]



Around our Region



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



SEPTEMBER 8TH MEETING

PARK AND PLAYGROUND INSPECTION AND MAINTENANCE POLICY

The Board adopted the Park and Playground Inspection and Maintenance Policy. This policy sets minimum levels of inspection and maintenance standards for ACRD owned and operated parks (including trails and playgrounds) to reduce liability and exposure to risk.

LANDFILL GAS FLARE INSTALLATION AT ALBERNI VALLEY LANDFILL (AVLF)

The Board awarded the installation of a landfill gas flare system at the Alberni Valley Landfill to Fyfe Well & Water Services for a cost of \$39,800, excluding GST. Since the landfill contains organic waste that will continue to decompose and generate landfill gas, it is necessary to collect and destroy this harmful greenhouse gas. This is typically done by flaring, which safely disposes of flammable constituents while controlling odour nuisance, health risks and adverse environmental impacts.

TENDER AWARD FIRE FLOW UPGRADE TOFINO/ LONG BEACH AIRPORT (LBA)

The Board awarded the Watermain Upgrade for Fire Protection at the LBA, to Bowerman Excavating Ltd. for the tendered price of \$586,563.60. The watermain upgrade is the first phase of a fire flow upgrade planned for the LBA water system. Phase II will consist of installing fire flow pumps that will allow the new airport water distribution system to meet fire flow requirements for airport / industrial applications.

SEPTEMBER 22ND MEETING

PERMISSIVE TAX EXEMPTION

The Board adopted Bylaw F1153, 2022 Tax Exemption Bylaw to provide for a property tax exemption in 2022 for the Alberni Valley Gold Club and Long Beach Recreation Cooperative.

ACRD COMMUNICATIONS COORDINATOR POSITION

The Board approved the permanent full-time position of Communication Coordinator effective January 1, 2022 at an estimated annual cost of \$99,000 including benefits. Watch for the job posting coming soon to the ACRD website www.acrd.bc.ca/jobs

FIRESMART GRANT

The Board approved applying to the Union of BC Municipalities – Community Resiliency Investment Program, FireSmart grant with interested grant partners. If awarded, the grant opportunities will support FireSmart programs in the ACRD, promoting wildfire resiliency.

BURNING REGULATION BYLAWS & COMMUNICATION PLAN

The Board directed staff to conduct a public communication plan for the implementation of new burning regulations in the region and gave third readings to amended burning regulation bylaws R1030 and R1032. The Board will consider the bylaws for adoption in October. Visit www.acrd.bc.ca/burning-bylaw-review for more information on the bylaws.

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

West Coast Committee – October 6th, 10:00 am; via ACRD Boardroom/Zoom

Board of Directors – October 13th, 1:30 pm, followed by the **Regional Hospital District**; ACRD Boardroom/Zoom

Board of Directors – October 27th, 1:30 pm; ACRD Boardroom/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
(Yuululil?ath Government)

ACRD Recognizes September 30th – National Day of Truth and Reconciliation

To commemorate this important day, the ACRD Office, Alberni Valley Landfill, West Coast Landfill, and the 3rd Avenue Recycling Depot will be closed September 30th.

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**