



REGULAR MEETING OF COUNCIL
Tuesday, September 20, 2022 @ 4:00 PM
Ucluelet Community Centre
500 Matterson Drive, Ucluelet

AGENDA

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1. CALL TO ORDER	
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- 11.3 Councillor Jennifer Hoar
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- 11.4 Councillor Rachelle Cole
Deputy Mayor August 16 - October 31, 2022
12. QUESTION PERIOD
13. CLOSED SESSION
14. ADJOURNMENT



DISTRICT OF UCLUELET

Request to Appear as a Delegation

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

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

Please arrive 10 minutes early and be prepared for the Council meeting. The Mayor (or Acting Mayor) is the chairperson and all comments are to be directed to the chairperson. It is important to address the chairperson as Your Worship or Mayor Noël.

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

Requested Council Meeting Date: September 20 2022

Organization Name: Coastal Restoration Society

Name of person(s) to make presentation: 2

Topic: Report on CRS coastal cleanups in and around the District of Ucluelet

Purpose of Presentation:

- Information only
- Requesting a letter of support
- Other (provide details below)

Please describe:

Contact person (if different from above): Joshua Charleson

Telephone Number and Email: [REDACTED]

Will you be providing supporting documentation? Yes No

If yes, what are you providing?

Handout(s)

PowerPoint Presentation

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



REPORT TO COUNCIL

Council Meeting: September 20, 2022
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: RICK GEDDES, FIRE CHIEF **FILE NO:** 3900-25
SUBJECT: FIREWORKS BYLAW No. 1302, 2022 - ADOPTION **REPORT NO:** 22- 137
ATTACHMENT(S): Appendix A – Fireworks Regulation Bylaw No. 1302, 2022

RECOMMENDATION(S):

THAT Council adopt District of Ucluelet Fireworks Regulation Bylaw No. 1302, 2022.

BACKGROUND:

At the August 16, 2022 meeting, Council gave first, second, and third readings to District of Ucluelet Fireworks Regulation Bylaw 1302, 2022. Bylaw No. 1302, 2022 addresses the challenges of Bylaw No. 967, 2004 and creates clear direction based on current Legislation, Regulations, and public safety best practice by not allowing the sale, possession, or use of consumer fireworks and firecrackers within the District.

Bylaw No. 1302, 2022 will still allow the use of display fireworks and special effect pyrotechnics through a permit system (except when open burning restrictions are in place).

ANALYSIS OF OPTIONS

Council has given the first three readings of the proposed Fireworks Regulation Bylaw 1302, 2022 and is now able to adopt Bylaw No. 1302, 2022.

A	Adopt Bylaw No. 1302 as presented	<u>Pros</u>	Bylaw No. 1302, 2022: <ul style="list-style-type: none"> • Provides clear and concise direction regarding the sale, use, and possession of all classes of fireworks. • Minimizes the challenges with differing interpretations of the old bylaw. • Streamlines public education / enforcement. • Represents best practice regarding public safety within the District of Ucluelet. • Allows the use of display fireworks and special effect pyrotechnics through a permitting system.
		<u>Implications</u>	<ul style="list-style-type: none"> • Staff time to prepare and disseminate public notification / education regarding the new regulations will be required once the Bylaw is adopted.
B		<u>Pros</u>	<ul style="list-style-type: none"> • Amendments will ensure the Bylaw represents the intent of Council.
		<u>Cons</u>	<ul style="list-style-type: none"> • Amendments will provide a delay in the enactment of the new Bylaw.

DISTRICT OF UCLUELET

Bylaw No. 1302, 2022

A bylaw to regulate, prohibit, and impose requirements in relation to the purchase, sale, possession, and discharge of fireworks and firecrackers in the District of Ucluelet.

WHEREAS the District of Ucluelet Council has the authority under the *Community Charter* to, by bylaw, regulate, prohibit, and impose requirements in relation to fireworks, and firecrackers within the District of Ucluelet;

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

1. **Definitions:**

1.1 In this Bylaw:

"Bylaw Enforcement Officer" means any of the following:

- a) Bylaw Enforcement Officer employed by the District of Ucluelet;
- b) Fire Chief of the District of Ucluelet;
- c) Chief Administrative Officer of the District of Ucluelet; or
- d) Any member of the Royal Canadian Mounted Police;

"Consumer Fireworks" means firework articles designed for recreational use by the public and classified by the Explosives Regulations as Class F.1 explosives, and includes items such as firework showers, golden rain, lawn lights, pin wheels, roman candles, fountains, wheels, volcanoes, mines, and snakes but excludes Christmas crackers, sparklers, and caps for toy guns.

"Display Fireworks" means high-hazard firework articles designed for use by professionals holding a Fireworks Operator Certificate for recreation and public display and classified by the Explosives Regulations as Class F.2 explosives. These articles include items such as rockets, serpents, shells, bombshells, tourbillons, maroons, bouquets, bombardos, fountains, batteries, aerial shells, cakes, roman candles, waterfalls, lances, and wheels, but excludes firecrackers.

"District" means the District of Ucluelet.

"Fire Chief" means the person appointed by the Chief Administrative Officer, as head of the fire department, and includes any other person authorized to act on behalf of the Fire Chief.

"Firecracker" means a small pyrotechnic device, used primarily as a noisemaker, that explodes when ignited and does not make any subsequent display or visible effect after the explosion.

“Fireworks” means Consumer Fireworks, Display Fireworks, and Special Effect Pyrotechnics.

"Fireworks Event" means the observance of a special event or festival where a Fireworks Event Permit has been issued to allow the discharge of Display Fireworks or Pyrotechnic Special Effects.

“Fireworks Event Permit” means a current and valid permit issued under section 5 of this Bylaw which authorizes the discharge of Display Fireworks or Pyrotechnic Special Effects.

"Fireworks Supervisor" means a person who is an approved purchaser of Display Fireworks or Special Effect Pyrotechnics and is in possession of a current Fireworks Operator Certificate from Natural Resources Canada applicable to the classification of Fireworks being discharged under the Fireworks Event Permit; and

“Special Effect Pyrotechnics” means high-hazard pyrotechnic articles designed for use by professionals holding a Fireworks Operator Certificate and classified by the Explosives Regulations as Class F.3 explosives. These articles include items such as gerbs, mines, comets and crossettes. This class also includes special purpose pyrotechnics manufactured live on stage or for the film and television industry.

2. Use of Fireworks

- 2.1 No person may buy, hold, possess, store, sell, offer to sell, give away, trade, fire, set off, discharge, explode, use, or otherwise dispose of Fireworks or Firecrackers to any other person within the District except in strict accordance with this Bylaw.

3. Exemptions

- 3.1 This Bylaw does not prohibit or regulate the use of flares, torpedoes, fuzzes, or similar pyrotechnic devices that may be used by motorists, boat operators, police, emergency services, or other agencies for signalling or illumination purposes.

4. Fireworks Event Permits

- 4.1 Every person must obtain a valid Fireworks Event Permit issued by the Fire Chief to do any of the following:
- a) sell, give, possess, light, explode, activate, or dispose of any Display Fireworks; and
 - b) sell, give, possess, light, explode, activate, or dispose of any Special Effect Pyrotechnics.

5. **Fireworks Event Permit Application Requirements**

- 5.1 A Fireworks Supervisor aged 18 years or older may apply for a Fireworks Event Permit by submitting to the Fire Chief, at least thirty (30) days prior to the date of the Fireworks Event, the following:
- a) A completed Fireworks Event Permit Application form (available from the District Municipal Office;
 - b) A copy of the Fireworks Supervisor's valid Fireworks Operator Certificate from the Explosives Regulatory Division of Natural Resources Canada;
 - c) A Fire Safety Plan in a form acceptable to the Fire Chief which details the following:
 - i. A site plan, drawn to scale, indicating the location at which the applicant intends to light, explode, or activate the Display Fireworks or Pyrotechnic Special Effects, the direction of firing, separation distances, position of ramps and mortars, any significant ground features, rights of way, buildings or structures, overhead obstructions, parking areas or spectator viewing areas, fallout zone, north arrow, traffic control plans and location of emergency vehicles;
 - ii. A complete list and description of all Display Fireworks or Pyrotechnic Special Effects to be used, including charge size, effects, and manufacturer's name;
 - iii. A description of the firing system and procedures to be used;
 - iv. Details regarding where, and in what fashion, the Display Fireworks or Pyrotechnic Special Effects shall be stored within the District;
 - v. Emergency response procedures, attendance, list of crew members, and clean up procedures; and
 - vi. Procedures for the safe retrieval and disposal of undetonated articles.
 - d) A description of the Fireworks Event, including a time schedule and attendance estimates;
 - e) Proof of valid liability insurance in accordance with the insurance requirements set out in Schedule "A" to this Bylaw;
 - f) The Fireworks Event Permit application fee as listed in the District of Ucluelet Fees and Charges Bylaw No. 1186, 2016 as amended from time to time;

- g) Completed copies of the following District agreements, copies of which are attached as Schedules to this Bylaw:
- i. Schedule “B” - “Applicant Indemnity Agreement;”
 - ii. Where applicable, Schedule “C” - “Property Owner Agreement” and/or
 - iii. “Schedule “D” - “Sponsoring Organization Agreement.”

6. Fireworks Permit Conditions

- 6.1 The Fire Chief may impose terms and conditions with respect to a Fireworks Event Permit, including:
- a) The manner in which Display Fireworks or Pyrotechnic Special Effects may be lit, exploded, or activated;
 - b) The hours during which Display Fireworks or Pyrotechnic Special Effects may be lit, exploded, or activated;
 - c) The level of required fire protection to be provided at the site when the Display Fireworks or Pyrotechnic Special Effects are lit, exploded, or activated; and
 - d) Requiring the applicant, property owner, and sponsoring organization, if applicable, to indemnify the District from all claims and losses in relation to the Fireworks Event, in the forms specified in Section 5.1(g) and set out in Schedule “B” of this Bylaw.

7. Regulation of Fireworks Events

- 7.1 Every holder of a Fireworks Event Permit required under section 4 shall:
- a) Only sell, give, possess, light, explode, activate, or dispose of those Display Fireworks or Pyrotechnic Special Effects specified in, and in accordance with the conditions of, the Fireworks Event Permit;
 - b) Present the Fireworks Event Permit to any seller from whom the Fireworks Event Permit holder is purchasing Display Fireworks or Pyrotechnic Special Effects;
 - c) Ensure that sufficient fire protection is provided at any site on which the Display Fireworks or Pyrotechnic Special Effects are to be ignited and only light, explode or activate in accordance with the Fire Safety Plan submitted in accordance with Section 5.1;

- d) Ensure that the Display Fireworks or Pyrotechnic Special Effects are lit, exploded, or activated only under the direct supervision of the Fireworks Event Permit holder;
 - e) Ensure that sufficient fire protection is provided at any site on which the Display Fireworks or Pyrotechnic Special Effects are lit, exploded, or activated, at the Fireworks Event Permit holder's own cost and expense. If Ucluelet Fire Rescue is utilized, fees for service will be charged at the "All Found Rate" for Type 1 Structure Engines as stated in the BC Office of the Fire Commissioner Inter-Agency Agreement as amended from time to time, for the duration of the Fireworks Event; and;
 - f) Ensure that all resulting debris from the site of a Fireworks Event shall be removed and safely disposed of as soon as practical after the Fireworks Event is completed and before the expiry of the Fireworks Event Permit.
- 7.2 In the case that the Fireworks Event takes place on property owned by the District, prior permission from the District is required, at least 30 days in advance of the Fireworks Event.
- 7.3 All Fireworks Events shall end prior to 11:00 pm (2300 hours) on the Fireworks Event Permit date except as authorized by the Fire Chief.
- 7.4 A Fireworks Event Permit is not transferrable.
- 7.5 Fireworks Events may be subject to an inspection by a Bylaw Enforcement Officer to assess compliance with a Fireworks Event Permit and any other applicable bylaws, public safety laws or codes, or regulations.
- 7.6 The Fire Chief may request a demonstration by the holder of the Fireworks Event Permit of the product(s) to be discharged.
- 7.7 The Fire Chief may, at his sole discretion:
- a) Issue Fireworks Event Permits to eligible applicants;
 - b) Refuse to issue a Fireworks Event Permit where the applicant has failed to meet the requirements of section 5; and
 - c) Revoke, cancel or suspend a Fireworks Event Permit issued under this Bylaw at any time, including, but not limited to, where:
 - i. The holder of a Fireworks Event Permit has violated the terms and conditions of the permit or the provisions of this Bylaw;
 - ii. The holder of a permit has acted in a manner as to endanger persons or property; or

- iii. Weather conditions on the day of the Fireworks Event may endanger persons or property. This includes periods when open burning restrictions are in place within the District.

8. Enforcement

- 8.1 No person shall prevent or obstruct or attempt to prevent or obstruct a Bylaw Enforcement Officer who is enforcing the provisions of this Bylaw.
- 8.2 A Bylaw Enforcement Officer may seize Firecrackers or Fireworks pursuant to this Bylaw.
- 8.3 Every person who violates a provision of this Bylaw is guilty of an offense against this Bylaw and is liable on summary conviction, to the penalties provided for in the *Offence Act*, and each day that a contravention of a provision of this Bylaw occurs or continues shall constitute a separate offence.
- 8.4 Fines for tickets issued under this Bylaw shall be in accordance with Municipal Ticket Information System Bylaw No. 949, 2004, as amended or replaced from time to time.

9. Severability

- 9.1 If any provision of this Bylaw is determined by a court of competent jurisdiction to be unlawful or unenforceable, that provision shall be severed from this Bylaw and shall not affect the validity of any remaining provision of this Bylaw.

10. Administrative Provisions

- 10.1 This Bylaw may be cited as the “District of Ucluelet Fireworks Regulation Bylaw No. 1302, 2022”.
- 10.2 This bylaw hereby repeals and replaces the “District of Ucluelet Fireworks Regulation Bylaw No. 967, 2004 and amendments thereto”.

READ A FIRST TIME this 16th day of **August, 2022**.

READ A SECOND TIME this 16th day of **August, 2022**.

READ A THIRD TIME this 16th day of **August, 2022**.

ADOPTED this ** day of **, 2022.

CERTIFIED A TRUE AND CORRECT COPY; "District of Ucluelet Fireworks Regulation Bylaw No. 1302, 2022".

Mayco Noël
Mayor

Duane Lawrence
Corporate Officer

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

Duane Lawrence
Corporate Officer

Schedule "A" – Insurance Requirements

- 1.1 A Fireworks Event Permit applicant shall procure and maintain, at its own expense, an insurance policy which shall be maintained continuously from the commencement date of the Fireworks Event Permit until the expiry of the Fireworks Event Permit, or such longer period as may be specified by the District.

- 1.2 As a minimum, the Fireworks Event Permit applicant shall, without limiting its obligations or liabilities under any other contract with the District, procure and maintain, at its own expense and cost, the following insurance policies:
 - a) Workers Compensation Insurance covering all employees of the applicant engaged in the works and services related to the Fireworks Event, in accordance with the statutory requirements of the Province of British Columbia;

 - b) Comprehensive General Liability Insurance:
 - i. Providing for an inclusive limit of not less than Five Million Dollars (\$5,000,000.00) for each occurrence or accident.

 - ii. Providing for all sums which the applicant shall become legally obligated to pay for damages because of bodily injury (including death at any time resulting therefrom) sustained by any person or persons or because of damage to or destruction of property caused by an occurrence or accident arising out or related to the Fireworks Event Permit or any operations executed in connection with the Fireworks Event Permit.

 - iii. Including coverage for products/completed operations, blanket contractual, contractor's protective, personal injury, contingent employer's liability, broad form property damage, and non-owned automobile liability.

 - iv. Including a cross liability clause providing that the inclusion of more than one Insured shall not in any way affect the rights of any other Insured hereunder, in respect to any claim, demand, suit or judgement made against any other Insured.

- 1.3 The insurance policy shall name the District, its elected officials, officers, agents and employees, and contractors acting on behalf of the District, as additional insureds thereunder and that said policy is primary without any right of contribution from any insurance otherwise maintained by the District.

- 1.4 The applicant shall submit a Certificate of Insurance to the Fire Chief, in a form satisfactory to the District, prior to the commencement date of the Fireworks Event.

- 1.5 The Certificate shall state that thirty (30) days written notice shall be given to the Fire Chief prior to any material changes or cancellation of such policy or policies.
- 1.6 The applicant may take out such additional insurance, as it may consider necessary and desirable. All such additional insurance shall be at no expense to the District.
- 1.7 All insurance, which the applicant is required to obtain with respect to the Fireworks Event Permit, shall be with insurance companies registered in and licensed to underwrite such insurance in the Province of British Columbia

Schedule “B” - Applicant Indemnity Agreement

IN CONSIDERATION of \$1.00 and other good and valuable consideration (the receipt and sufficiency of which the Applicant acknowledges), the Applicant covenants that he or she will indemnify, defend, and save harmless the District and its elected and appointed officials, employees, officers, agents and contractors from and against any and all manner of losses, claims, actions, damages, suits, demands, liability, costs (including legal costs on a solicitor and own client basis) and expenses in connection with loss of life, personal injury, loss of property, damage to property or other loss or damage which the District or its elected or appointed officials, employees, officers, agents or contractors may sustain, incur, or be put to by reason of or arising out of:

- (a) the issuance of this Fireworks Event permit;
- (b) the Fireworks Event, including, without limitation, the handling, storage, firing, setting off, exploding or other use of fireworks in connection therewith;
- (c) the Applicant’s use or occupation of the location upon which the Fireworks Event is to occur; or
- (d) any act or omission of the Applicant or any person for whom the Applicant is at law, responsible, including, without limitation, the non-observance or non-performance of any obligation imposed by federal or provincial law.

Printed Name of Applicant

Signature of Applicant

Date

Schedule "C" - Property Owner Agreement

Name of Applicant: _____

Name of Organizer or Sponsor of Fireworks Event (if applicable):

Location of Fireworks Event:

Date: _____ Time: _____

Name of Property Owner(s):

Mailing Address: _____

Phone: _____ Contact Name (if any): _____

The Property Owner has agreed and consented to the Organizer/Sponsor holding and the Applicant performing a Fireworks Event on the date and at the location and time described above. The Applicant has applied to the District for a permit to perform the Fireworks Event.

IN CONSIDERATION of \$1.00 and other good and valuable consideration (the receipt and sufficiency of which the Property Owner acknowledges), the Property Owner covenants that he or she will indemnify, defend, and save harmless the District and its elected and appointed officials, employees, officers, agents and contractors from and against any and all manner of losses, claims, actions, damages, suits, demands, liability, costs (including legal costs on a solicitor and own client basis) and expenses in connection with loss of life, personal injury, loss of property, damage to property or other loss or damage which the Property Owner may at any time have against the District or its elected or appointed officials, employees, officers, agents or contractors arising out of any cause, matter or thing in respect of:

- (a) the issuance of the permit to the Applicant;
- (b) the Fireworks Event, including, without limitation, the handling, storage, firing, setting off, exploding or other use of fireworks in connection therewith;
- (c) the use or occupation of the location upon which the Fireworks Event is to occur;
or
- (d) any act or omission of the Applicant or Organizer/Sponsor or any persons for whom either is, at law, responsible, including, without limitation, the non-observance or non-performance of any obligation imposed by federal or provincial law.

The Property Owner acknowledges that he or she has had the opportunity to seek independent legal advice as to the contents of this Agreement and that he or she is not under any legal disability.

Signature of Applicant

Date

Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement of Fireworks Bylaw No. 1302, 2022. The information is collected under the authority of Freedom of Information and Protection of Privacy Act (1996) and the *Community Charter*. If you have any questions about this collection, please contact the Manager of Corporate Services for the District of Ucluelet at (250) 726-7744

Schedule "D" - Sponsoring Organization Agreement

Name of Applicant: _____

Location of Fireworks Event:

Date: _____ Time: _____

Name of Organizer or Sponsor of Fireworks Event: _____

Mailing Address: _____

Phone: _____ Contact Name (if any): _____

The Organizer/Sponsor has engaged the Applicant to perform a Fireworks Event on the date and at the location and time described above. The Applicant has applied to the District for a permit to perform the Fireworks Event.

IN CONSIDERATION of \$1.00 and other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged by the Organizer/Sponsor), the Organizer/Sponsor hereby covenants that he or she will indemnify, and save harmless the District and its elected and appointed officials, employees, officers, agents and contractors from and against any and all manner of losses, claims, actions or causes of action, damages, suits, demands, liability, costs (including legal costs on a solicitor and own client basis) and expenses in connection with loss of life, personal injury, loss of property, damage to property or other loss or damage which the District or its elected or appointed officials, employees, officers, agents or contractors may sustain. Incur, or be put to by reason of or arising out of:

- (a) the issuance of the permit to the Applicant;
- (b) the Fireworks Event, including, without limitation, the handling, storage, firing, setting off, exploding or other use of fireworks in connection therewith;
- (c) the use or occupation of the location upon which the Fireworks Event is to occur;
- or
- (d) any act or omission of the Applicant or Organizer/Sponsor or any persons for whom either is, at law, responsible, including, without limitation, the non-observance or non-performance of any obligation imposed by federal or provincial law.

The Organizer/Sponsor acknowledges that he or she has had the opportunity to seek independent legal advice as to the contents of this Agreement and that he or she is not under any legal disability.

IN CONNECTION WITH:

Name of Special Event or Festival
HELD AT OR NEAR _____, Ucluelet, BC
ON _____, 2022 pursuant to the District of Ucluelet Fireworks Bylaw No.
1302, 2022.

Name

Signature of Sponsoring Organization

Date



REPORT TO COUNCIL

Council Meeting: September 20, 2022
 500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING **FILE NO:** 3360-20-RZ17-04
SUBJECT: ZONING AMENDMENT APPLICATION PACIFIC RIM CHARTERS & GUEST LODGE (354 FORBES ROAD) **REPORT NO:** 22-136
ATTACHMENT(S): APPENDIX A – BYLAW NO. 1303, 2022
 APPENDIX B – BYLAW NO. 1249, 2019

RECOMMENDATION(S):

THAT Council give third reading of *District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1303, 2022;* and

THAT Council adopt *District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1303, 2022;* and

THAT Council adopt Ucluelet Housing Agreement Bylaw No. 1249, 2019.

BACKGROUND:

On June 14, 2022, Council gave first and second readings to Ucluelet Zoning Amendment Bylaw No. 1303, 2022 and referred the bylaw to a public hearing. Council also rescinded third reading of Ucluelet Housing Agreement Bylaw No. 1249, 2019, amended the bylaw, then gave it third reading as amended. A public hearing for Bylaw No. 1303 was held August 23, 2022.

PURPOSE

Bylaw No. 1303

Having had a public hearing on District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1303, 2022, Council is now in a position to give third reading and adopt this bylaw.

Bylaw No. 1249

Having amended and given third reading of Ucluelet Housing Agreement Bylaw No. 1249, 2019, Council is now in a position to adopt this bylaw.

OPTIONS:

A	That Council give third reading and adopt <i>Bylaw No. 1303</i> and adopt <i>Bylaw No. 1249</i> .	<u>Pros</u>	<ul style="list-style-type: none"> • For the Owners, allows them to move forward toward obtaining a business licence for their guest lodge. • Would enable a degree of closure on a longstanding bylaw infraction with the subject property. • The narrowly-defined uses in the zoning would create a high likelihood of staff housing being eventually developed on the site as proposed.
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		<ul style="list-style-type: none"> • This appears to be the best option at this point for moving forward and addressing the minimum health and safety issues with the use of the building, while enabling the fishing charter business to proceed with providing accommodation for its clients. • The zoning amendment, as drafted, would leave the door open for staff accommodation units and would create a situation where the use of the building for accommodating staff is likely. 	
	<u>Cons</u>	<ul style="list-style-type: none"> • Would not guarantee a timeline for constructing a minimum of 6 employee housing units. • Would not necessarily see the landscape improvements previously proposed for the public boulevard and neighboring park. 	
	<u>Implications</u>	<ul style="list-style-type: none"> • There are no financial or staff time implications with approving the bylaws as presented. 	
B	That Council abandon <i>Bylaw No. 1303 and Bylaw 1249.2.</i>	<u>Pros</u>	<ul style="list-style-type: none"> • None anticipated
		<u>Cons</u>	<ul style="list-style-type: none"> • More likely would result in a bylaw enforcement issue demanding District resources to resolve.
		<u>Implications</u>	<ul style="list-style-type: none"> • Possible increased staff time to address bylaw infractions.
		<u>Suggested Motion</u>	No motion required.

NEXT STEPS:

This is the last step in the bylaw adoption process for both bylaws.

Respectfully submitted:

BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING
DUANE LAWRENCE, CAO

DISTRICT OF UCLUELET**Zoning Bylaw Amendment Bylaw No. 1303, 2022**

A bylaw to amend the District of Ucluelet Zoning Bylaw (354 Forbes Road).

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

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

1. Text and Map Amendment:

Schedule B of the District of Ucluelet Zoning Bylaw No. 1160, 2013, as amended, is hereby further amended by adding the following subsection (3) to section CD-1.1.3 in alphanumerical order, as follows:

“(3) On Lot 17 District Lot 284 Clayoquot District Plan VIP76147 (PID: 025-926-811, 354 Forbes Road) the following uses are permitted:

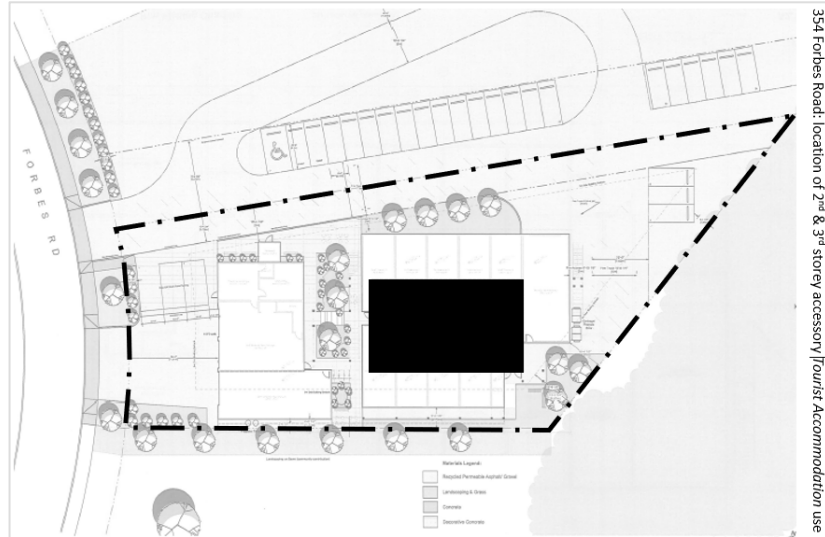
Principal Uses:

- (a) *Recreational Services* limited to marine-related guiding, tours or charters;
- (b) *Light Industry*;
- (c) *Staff Housing*, subject to the terms of a Housing Agreement with the District pursuant to section 483 of the *Local Government Act*;

Accessory Uses:

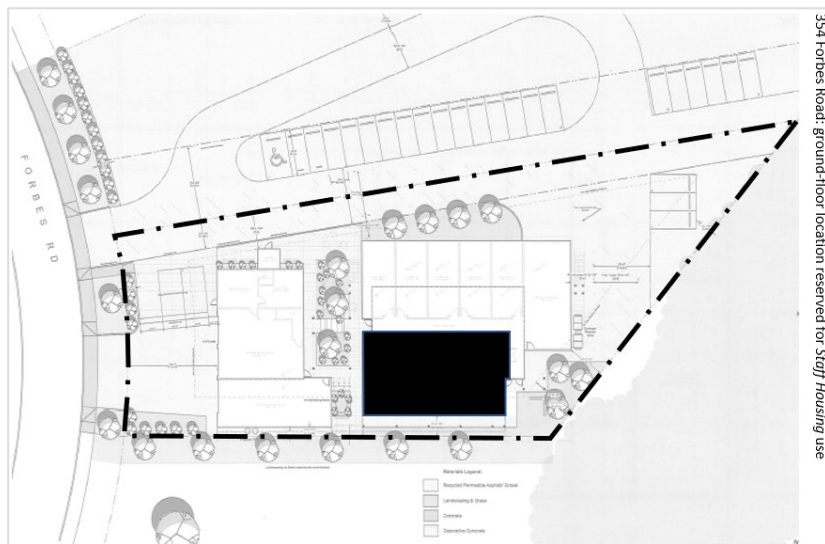
- (a) *Single-Family Residential*;

(b) *Commercial Tourist Accommodation* is permitted as an accessory use on the second and third levels of a mixed-use building on the area of the Lot shaded in black on the site plan below, so long as marine-related *Recreational Services* is active as the principal use of the property:



Limitation on ground-floor use of the rear of the property, adjacent to park:

(a) The ground-floor area of the Lot shaded in black on the site plan below may only be used for *Staff Housing*, or left vacant:



2. Citation

This bylaw may be cited as “District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1303, 2022”.

READ A FIRST TIME this 14th day of **June, 2022**.

READ A SECOND TIME this 14th day of **June, 2022**.

PUBLIC HEARING held this 23rd day of **August, 2022**.

READ A THIRD TIME this day of , 2022.

ADOPTED this day of , 2022.

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1303, 2022.”

Mayco Noël
Mayor

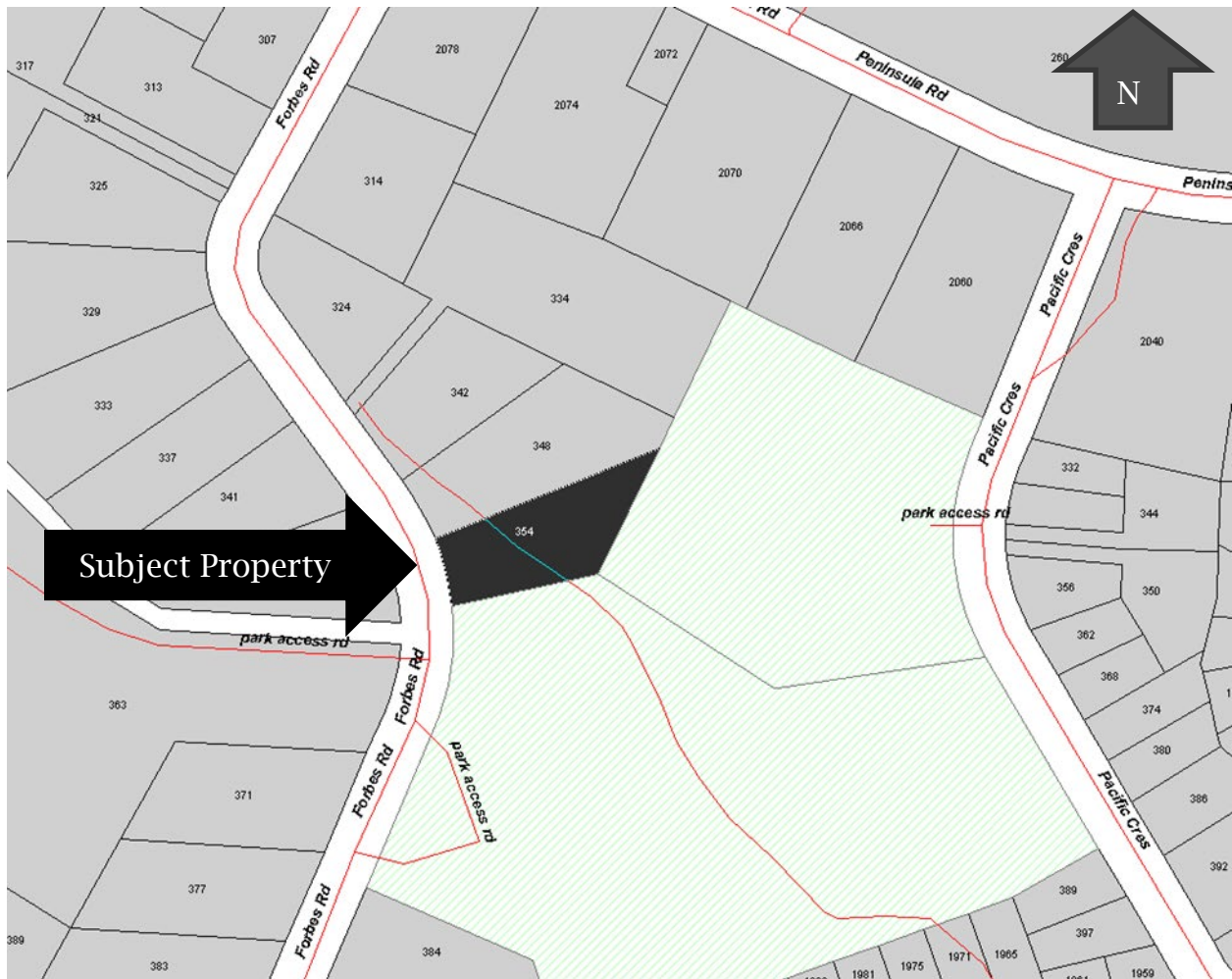
Duane Lawrence
Corporate Officer

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

Duane Lawrence
Corporate Officer

SCHEDULE 'A'
Bylaw No. 1303, 2022

Subject property:
Lot 17, District Lot 281, Clayoquot District, Plan VIP76147 (354 Forbes Road)



DISTRICT OF UCLUELET**Bylaw No. 1249, 2019**

A Bylaw to Authorize the District of Ucluelet to Enter into a Housing Agreement.
(the 354 Forbes Road staff housing)

WHEREAS the Municipality may, by Bylaw, under Section 483 of the *Local Government Act* enter into a Housing Agreement which may include terms and conditions agreed to by the Municipality and the Owner regarding the occupancy of the housing units identified in the Agreement;

AND WHEREAS the Municipality has rezoned the property at 354 Forbes Road to enable the Owner to rectify building construction issues and add new tourist accommodation units on upper floors, and as a part of that rezoning the owner has proposed that the lower level of the building be used for employee housing with a proposed timeline for constructing and making the employee housing available to Ucluelet workers;

AND WHEREAS the Owner has offered to register a Housing Agreement to ensure that staff housing units are maintained on the Lands described in this Bylaw, and the Municipality has deemed it expedient to require the Owner to enter into a Housing Agreement with the Municipality pursuant to Section 483 of the *Local Government Act*;

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

1. The Municipality is authorized to enter into a Housing Agreement pursuant to Section 483 of the *Local Government Act*, in substantially the form attached to this Bylaw as Schedule "A", with respect to the land located in the District of Ucluelet having a civic address of 354 Forbes Road and being more particularly known and described as:

Lot 17, District Lot 281, Clayoquot District, Plan VIP76147

as shown shaded on the map attached to this bylaw as Appendix "A".

2. The Mayor and the Chief Administrative Officer of the Municipality are authorized to execute the Housing Agreement on behalf of the Municipality.

CITATION

3. This bylaw may be known and cited for all purposes as the "**Ucluelet Housing Agreement Bylaw No. 1249, 2019**".

READ A FIRST TIME this 9th day of **April**, 2019.

READ A SECOND TIME this 9th day of **April**, 2019.

PUBLIC HEARING held this 30th day of **April**, 2019.

READ A THIRD TIME this 14th day of **May**, 2019.

THIRD READING RESCINDED this 14th day of **June**, 2022.

AMENDED this 14th day of **June**, 2022.

READ A THIRD TIME AS AMENDED this 14th day of **June**, 2022.

ADOPTED this day of , 2022.

CERTIFIED CORRECT: "Ucluelet Housing Agreement Bylaw No. 1249, 2019"

Mayco Noël
Mayor

Duane Lawrence
Corporate Officer

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

Duane Lawrence
Corporate Officer



REPORT TO COUNCIL

Council Meeting: September 20, 2022
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: DONNA MONTEITH, CHIEF FINANCIAL OFFICER **FILE NO:** 3900-25
SUBJECT: RESERVES ESTABLISHMENT BYLAW - ADOPTION **REPORT NO:** 22- 138
ATTACHMENT(S): Appendix A –Reserves Establishment Bylaw No. 1317, 2022

RECOMMENDATION(S):

THAT Council adopt Reserves Establishment Bylaw No. 1317, 2022.

BACKGROUND:

[Community Charter, section 188](#) allows for the establishment of reserves by bylaw. At the August 16, 2022 regular meeting, Council gave the first three readings to the Reserves Establishment Bylaw 1317, 2022. The bylaw formalizes reserve funds and accounts guided by the District of Ucluelet Reserves and Surplus Policy No. 5-1860-1. This bylaw also stipulates that the contributions to the reserve funds will be approved as part of the annual financial planning process.

ANALYSIS OF OPTIONS

Council has given the first three readings of proposed Reserves Establishment Bylaw No. 1317, 2022 and is now in a position to adopt the bylaw.

A	Adopt the Reserves Establishment Bylaw as presented	<u>Pros</u>	<ul style="list-style-type: none"> Establishes and re-establishes reserve funds and accounts Aligns reserves with Council Reserves and Surplus policy 5-1860-1
		<u>Implications</u>	<ul style="list-style-type: none"> Provides guidance for financial plan
B	Amend the bylaw and direct staff to bring back the bylaw for further consideration.	<u>Pros</u>	<ul style="list-style-type: none"> Amending the bylaw ensures Council objectives are reflected Still establishes and re-establishes reserve funds and accounts
		<u>Cons</u>	<ul style="list-style-type: none"> Policy 5-1860-1 may need amending
		<u>Implications</u>	<ul style="list-style-type: none"> Staff time will be required to amend the bylaw and bring it back to council for consideration.
		<u>Suggested Motion</u>	<p>That Council rescind third reading of the Reserves Establishment Bylaw No. 1317, 2022; and,</p> <p>That Council amend the Reserves Establishment Bylaw No. 1317, 2022 by adding/removing _____; and,</p>

		That Council give third reading of the Reserves Establishment Bylaw No. 1317, 2022 as amended.	
C	Do not proceed with the updated bylaw	<u>Pros</u>	<ul style="list-style-type: none"> n/a
		<u>Cons</u>	<ul style="list-style-type: none"> Reserve bylaws previously established will remain in effect Policy 5-1860-1 would need amending
		<u>Implications</u>	<ul style="list-style-type: none"> The District's financial planning activities would not be supported formally through policy or by bylaw
		<u>Suggested Motion</u>	No motion is required.

POLICY OR LEGISLATIVE IMPACTS:

- Establishment of reserve funds are within [Community Charter, section 188](#)

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

DISTRICT OF UCLUELET**Bylaw No. 1317, 2022**

A bylaw to establish and re-establish District of Ucluelet Reserve Funds and Accounts

WHEREAS the Council of the District of Ucluelet wishes to establish “District of Ucluelet Reserves Establishment Bylaw No. 1317, 2022” under the provisions of the *Community Charter section 188*.

AND WHEREAS the District of Ucluelet has a number of reserve funds established by bylaws under the authority of previous provincial legislation;

AND WHEREAS it is considered desirable to re-establish these reserve funds under the current provincial legislation;

AND WHEREAS the District of Ucluelet requires the establishment of new reserve funds and accounts;

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

PART 1 RESERVE FUNDS**1. Development Cost Charge (DCC) Reserve Funds**

- 1.1. The following Development Cost Charge (DCC) Reserve funds are hereby established:
 - a) Roads DCC Reserve
 - b) Storm Water DCC Reserve
 - c) Parks DCC Reserve
 - d) Water DCC Reserve
 - e) Sewer DCC Reserve
- 1.2. Money in these funds and interest earned on them shall only be used in accordance with section 566 [use of development cost charges] of the Local Government Act.
- 1.3. The opening balances of these funds shall be the audited December 31, 2021 balances of the corresponding development cost charge funds.

2. Parkland Acquisition Reserve Fund

- 2.1. The Parkland Acquisition Reserve Fund is hereby established.
- 2.2. Monies in this fund and interest earned on it shall be used exclusively to purchase parkland.

- 2.3. The opening balance of this fund shall be the audited December 31, 2021 balance of the Park Dedication Reserve.

3. Parking Spaces and Alternative Transportation Infrastructure Reserve Fund

- 3.1. The Parking Spaces and Alternative Transportation Infrastructure Reserve Fund is hereby established.
- 3.2. Money in this fund and interest earned on it shall only be used for the purpose of providing off-street parking spaces, or transportation infrastructure that supports walking, bicycling, public transit or other alternative forms of transportation.
- 3.3. The opening balance of this fund shall be the audited December 31, 2021 balance of the Parking Reserve Fund.

4. Land Sale Reserve Fund

- 4.1. The Land Sale Reserve Fund is hereby established.
- 4.2. Money in this fund, received from the sale of land and improvements, and interest earned on it, shall only be used for paying any debt remaining in relation to the property and for acquiring land, improvements, and other assets of a capital nature.
- 4.3. The opening balance of this fund shall be the audited December 31, 2021 balance of the Land Sale Reserve Fund.

5. Affordable Housing Reserve Fund

- 5.1. The Affordable Housing Reserve Fund is hereby established.
- 5.2. Money in this fund and interest earned on it shall only be used for, or in respect of:
 - a) capacity building, land acquisition, servicing, construction and renovation for the development and provision of affordable housing;
 - b) costs associated with the management for the provision of affordable housing units.
- 5.3. The opening balance of this fund shall be the audited December 31, 2021 balance of the Affordable Housing Reserve.

6. Barkley Community Forest Reserve Fund

- 6.1. The Barkley Community Forest Reserve Fund is hereby established.
- 6.2. Money in this fund and interest earned on it shall only be used for the purpose of funding projects or initiatives Council has determined would provide the most benefit to the community.
- 6.3. The opening balance of this fund shall be the audited December 31, 2021 balance of the Barkley Community Forest Reserve.

7. Barkley Community Forest Legacy Reserve Fund

- 7.1. The Barkley Community Forest Legacy Reserve Fund is hereby established.
- 7.2. Money in this fund and interest earned on it shall only be used for the purpose of funding community grant in aid initiatives in accordance with the District of Ucluelet Grants in Aid policy.

8. Recreation Infrastructure and Facilities Reserve Fund

- 8.1. The Recreation Infrastructure and Facilities Reserve Fund is hereby established.
- 8.2. Money in this fund and interest earned on it shall only be used for expenditures for, or in respect of, the building and furnishing of indoor or outdoor parks, trails and recreation infrastructure, facilities and amenities.
- 8.3. The opening balance of this fund shall be the audited December 31, 2021 combined balance of the Community Social Reserve Fund, and the Recreation Facilities Reserve Fund.

9. Equipment Reserve Fund

- 9.1. The Equipment Reserve Fund is hereby established.
- 9.2. Money in this fund and interest earned on it shall only be used for, or in respect of;
- a) new capital project equipment and land machinery;
 - b) equipment necessary for the extension or renewal of existing capital works;
 - c) purchase of machinery and equipment for the operation and maintenance of municipal property and for the protection of persons and property.
- 9.3. The opening balance of this fund shall be the audited December 31, 2021 balance of the Capital Works, Machinery and Equipment Reserve Fund.

10. Fire Facilities, Vehicle and Equipment Reserve Fund

- 10.1. The Fire Facilities, Vehicle and Equipment Reserve Fund is hereby established.
- 10.2. Money in this fund and interest earned on it shall only be used for the provision of fire vehicles, equipment, and facilities.
- 10.3. The opening balance of this fund shall be \$28,970.

PART 2 RESERVE ACCOUNTS

11. Financial Stabilization Reserve Account

- 11.1. The Financial Stabilization Reserve Account is hereby established.
- 11.2. Money in this account and interest earned on it shall only be used for the following purposes:
- a) For Major Emergent Operating Expenditures;

- b) For One-Time and Intermittent Projects;
- c) To Offset Unrealized Revenues.

12. Canada Community-Building Fund Reserve Account

- 12.1. The Canada Community-Building Fund Reserve Account is hereby established.
- 12.2. Money in this account and interest earned on it shall only be used for expenditures allowed for under the Community Works Fund Program guide, as amended or replaced from time to time.
- 12.3. The opening balance of this reserve account shall be the audited December 31, 2021, balance of the Community Works Fund.

13. Legal and Insurance Reserve Account

- 13.1. The Legal and Insurance Reserve Account is hereby established.
- 13.2. Money in this account and interest earned on it shall only be used to provide a source of funds for liability claims not covered under District of Ucluelet insurance policies and to offset the cost of major legal expenses or claims.

14. Information Systems Reserve Account

- 14.1. The Information Systems Reserve Account is hereby established.
- 14.2. Money in this account and interest earned on it shall only be used for information system, communication and technology projects.

15. Small Craft Harbour Reserve Account

- 15.1. The Small Craft Harbour Reserve Account is hereby established.
- 15.2. Money in this account and interest earned on it shall only be used to fund special and capital projects specifically related to District of Ucluelet owned or operated harbour infrastructure and appurtenances.
- 15.3. The opening balance of this reserve account shall be the audited December 31, 2021, balance of the Small Craft Harbour reserve account.

16. General Capital Reserve Account

- 16.1. The General Capital Reserve Account is hereby established.
- 16.2. Money in this account and interest earned on it shall only be used for:
 - a) general capital projects that are not specifically funded from other established Reserves;
 - b) early retirement of general debt, as funds permit.

17. Sewer Capital Reserve Account

- 17.1. The Sewer Capital Reserve Account is hereby established.
- 17.2. Money in this account and interest earned on it shall only be used for:

- a) sewer utility capital projects including any capital equipment and systems required for sewer operations;
 - b) early retirement of sewer debt, as funds permit.
- 17.3. The audited balance of \$56,283 from the Sewer Debt Retirement reserve at December 31, 2021 will be transferred into this account.

18. Water Capital Reserve Account

- 18.1. The Water Capital Reserve Account is hereby established.
- 18.2. Money in this account and interest earned on it shall only be used for:
- a) water utility capital projects including any capital equipment and systems required for water operations;
 - b) early retirement of water debt, as funds permit.

PART 3 GENERAL

19. Money in the reserve funds shall be accounted for separately and until required to be used may be invested in accordance with Section 183 of the *Community Charter*.
20. All expenditures of money from reserve funds shall be provided for in the annual Financial Plan, or annual Financial Plan as amended.
21. Subject to the provisions of the *Community Charter*, money in one reserve fund may, by bylaw, be transferred to another reserve fund.
- 22. Administrative Provisions**

- 22.1. The following bylaws and any amendments thereto are hereby repealed:
- a) Bylaw No. 584, 1992, cited as the “Village of Ucluelet Recreation Facilities Reserve Fund Bylaw No. 584, 1992”;
 - b) Bylaw No. 1015, 2005, cited as the “Community Social Reserve Fund Bylaw No. 1015, 2005”;
 - c) Bylaw No. 1093, 2008, cited as the “Affordable Housing Reserve Fund Bylaw No. 1093, 2008”;
 - d) Bylaw No. 696, 1996, cited as “The Village of Ucluelet Capital Works, Machinery and Equipment Reserve Fund Establishment By-law No. 696, 1996”;
 - e) Bylaw No. 394, 1980, cited as “Land Sale Reserve Fund Establishing By-law No. 394, 1980”;
 - f) Bylaw No. 692, 1995, cited as “The Village of Ucluelet Park Land Reserve Fund By-law No 692, 1995”;
 - g) Bylaw No. 624, 1993, cited as “The Village of Ucluelet Parking Spaces Reserve Fund By-law No. 624, 1993”;

- h) Bylaw No. 555, 1990 cited as “Village of Ucluelet Sewer Debt Retirement Fund Establishment Bylaw”;
- i) Bylaw No. 1010, 2005, cited as “District of Ucluelet Density Bonusing Amenity Reserve Fund Bylaw No. 1010, 2005”;
- j) Bylaw No. 187, 1967, cited as “Local Improvement Fund Establishment Bylaw No. 187”;
- k) Bylaw No. 1153, 2013, cited as “Marine Debris Reserve Fund Bylaw No. 1153, 2013”.

22.2. This bylaw may be known and cited for all purposes as the “District of Ucluelet Reserves Establishment Bylaw No. 1317, 2022”.

22.3. 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 Reserves Establishment Bylaw No. 1317, 2022, then this Bylaw shall be deemed to supersede the prior bylaw(s) in the matter of the discrepancy.

22.4. 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 **16th** day of **August, 2022**.

READ A SECOND TIME this **16th** day of **August, 2022**.

READ A THIRD TIME this **16th** day of **August, 2022**.

ADOPTED this ____ day of _____, 2022.

CERTIFIED CORRECT; "District of Ucluelet Reserves Establishment Bylaw No. 1317, 2022".

Mayco Noël
Mayor

Duane Lawrence
Corporate Officer

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

Duane Lawrence
Corporate Officer



REPORT TO COUNCIL

Council Meeting: September 20th, 2022
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM:	MONICA WHITNEY-BROWN, PLANNING ASSISTANT	FILE No: 3070-DVP22-05
SUBJECT:	DEVELOPMENT VARIANCE PERMIT 22-05	REPORT NO: 22-140
ATTACHMENT(S):	APPENDIX A – APPLICATION APPENDIX B – DEVELOPMENT VARIANCE PERMIT 22-05	

RECOMMENDATION(S):

THAT Council, authorize the Director of Community Planning to execute and issue Development Variance Permit DVP22-05 to allow the construction of a deck with a minimum exterior side yard setback of 2.08 meters from the lot line whereas section R-4.6.1 of District of Ucluelet Zoning Bylaw No. 1160, 2013 requires 2.5 meters.

BACKGROUND:

This Development Variance Permit (DVP) application was received on August 24th, 2022 for the property located at 312 Pass of Melfort, PID 026493675, Strata Lot 3, Plan VIS5896, Section 1, Clayoquot Land District (the “subject property”).



Figure 1- Subject property

This DVP application seeks to relax the current bylaw constraints on exterior side yard setbacks to allow the applicant to retain a deck which was constructed with two posts in the setback. Prior to issuance of the building permit for this single-family dwelling, staff noted that the plans showed deck posts located near to the setback, which was included in the permit notes. At the time of building permit issuance in April, 2021, the building official asked the contractor for a survey to confirm that the posts were located outside the setbacks. This survey was received after follow-up from staff on August 8th, 2022. At this time it was noted that two deck posts were built within the required setback, and a variance would be required for them to remain. The applicant has indicated that the deck itself does not project more than 1.2 metres into the setback area, as per bylaw requirements.

Development Variance Permit:

A Development Variance Permit (DVP) alters the provisions of certain bylaws to allow a development that would not otherwise comply with the bylaw. Development Variance Permits are commonly used to vary bylaws that regulate parking, building setbacks, building height and building size subject to public comment. Council has broad discretion to approve or deny applications to vary the provisions of the Zoning Bylaw and the Subdivision Bylaw provided that the alteration does not regulate use, density, residential rental tenure or flood plain specifications.

Existing Zoning

This property is subject to zoning requirements in the R-4 (small lot single family residential) zone under the District of Ucluelet Zoning Bylaw No. 1160.

Proposed Development Variance

The applicant is seeking to vary section R-4.6.1: Minimum Setbacks of the Ucluelet Zoning Bylaw 1160, 2013 to allow a side yard -exterior setback of 2.08 m.

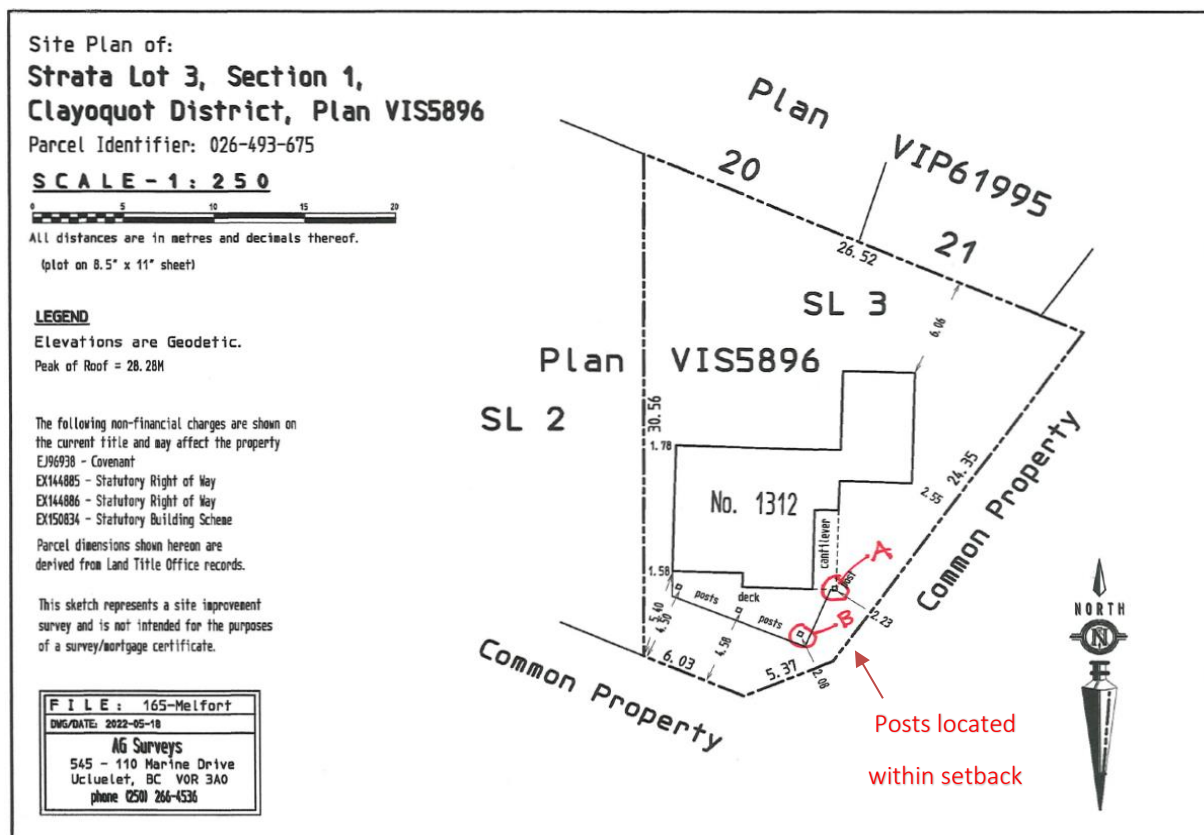


Figure 2 - Site Plan



Figure 3 - Photo of post locations

ANALYSIS OF OPTIONS

The applicant is seeking a minor variance to relax side yard setback slightly. There is little anticipated impact to the streetscape or neighbours associated with this variance, as the deck itself does not project further than the initial plans showed. Council should be conscious of the context of this development variance permit as variances are usually sought prior to construction, rather than as a means of remedying a construction contractor's error.

A	Authorize the issuance of Development Variance Permit 22-05	<u>Pros</u>	<ul style="list-style-type: none"> Allows the applicants to retain their existing deck Does not require further follow-up from staff
		<u>Cons</u>	<ul style="list-style-type: none"> Minor setback reduction from the lot line Allows a variance to happen retroactively based on a contractor error
		<u>Implications</u>	<ul style="list-style-type: none"> Approval will allow the application to proceed.
B	Reject the application	<u>Pros</u>	<ul style="list-style-type: none"> The deck will not be located in the setback
		<u>Cons</u>	<ul style="list-style-type: none"> Applicant will need to remove their deck and posts from the setback Additional staff time from multiple departments will be required to confirm compliance and work with applicant and contractor to determine next steps
		<u>Implications</u>	<ul style="list-style-type: none"> Additional staff time will be required to ensure compliance.
		<u>Suggested Motion</u>	THAT Council reject the application for Development Variance Permit 22-05.

POLICY OR LEGISLATIVE IMPACTS:

This application is to vary section [R-4.6.1: Minimum Setbacks](#) of the Ucluelet Zoning Bylaw 1160, 2013. The dwelling is otherwise compliant with Zoning Bylaws and the Official Community Plan. Pursuant to [Section 499](#) of the *Local Government Act*, required notification for this application has been completed.

NEXT STEPS

Council should provide an opportunity to receive public comment before deciding whether to authorize the requested variance.

If this application is approved:

- The attached DVP will be signed by the Director of Community Planning, issued to the applicant, and then filed notice with the Land Title Office.
- The applicant of the subject property will be required to meet all conditions of the permit and any other conditions set out by Council for the proposed permit.

Respectfully submitted:

MONICA WHITNEY-BROWN, PLANNING ASSISTANT
 BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING
 DUANE LAWRENCE, CAO

District of Ucluelet

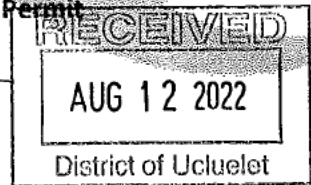
Planning Department
200 Main Street, Ucluelet, BC
VOR 3A0, P.O. Box 999
tel 250-726-4770 fax 250 726 7335

Development Application

Type of Application

An application is submitted for one or more of the following:

- Official Community Plan Amendment
- Zoning Bylaw Amendment
- Development Permit (no variances)
- Development Permit (with variances)
- Development Permit Amendment
- Development Variance Permit
- Temporary Use Permit
- Board of Variance
- Strata Conversion
- Subdivision



Description of Property

Civic Address (es): 312 PASS OF MELFORT PLACE
 Legal Description: Lot 3 Plan V15 5896 Block _____ Section 1 DL 09

Applicant Information

Notice of Disclosure to Applicant(s): The following contact information will be available to the public and may be posted on the Districts' website to allow interested parties to contact you about this application.

Applicant name: Ian Kennington Company name: The Design Centre Ucluelet
 Mailing address: [Redacted] ucluelet BC Postal Code: VOR 3A0
 Tel: 250 726 3973 Cell: _____
 Email: [Redacted] Fax: _____

The undersigned owner/authorized agent of the owner makes an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Applicant Signature: [Signature] Date: Aug 10 2022

Registered Owner(s)

List all registered owners. For strata properties, provide accompanying authorization from all strata owners (not just strata corp.). If the owner is an incorporated company/society, attach a current corporate/society search or "notice of directors".

Registered Owner (s) name: Jess Bennett & Nicole Bartini
 Mailing address: 47370 Mountain Park Drive Postal Code: [Redacted]
 Tel: _____ Cell: _____
 Email: _____ Fax: _____

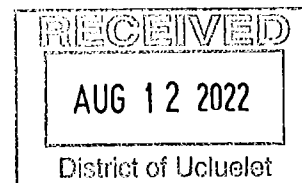
Freedom of Information and Protection of Privacy Act (FOIPPA): Personal information is collected, used and disclosed under the authority of the Local Government Act, and section 26 (c) of the FOIPPA. The information will be used for the purpose of processing this application.

Owner Signature: [Signature] Date: Aug 9, 2022
Aug 9, 2022

Office Use Only:

Folio No.: <u>200-043</u>	File No.: <u>DVP 22-05</u>	Date: <u>Aug. 24/22</u>	Receipt No.:	Fee: <u>\$1100</u>
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District of Ucluelet Planning Department
200 Main Street,
POBox 999,
Ucluelet, BC,
V0R3A0



Date: August 10, 2022

Attn: Bruce Greig

Re: Development Variance Permit, 312 Pass of Melfort Place Larch Road Zoned R4
Strata Lot 3, Section 1, District Lot 09, Plan VIS 5896

The house currently under construction and at finishing stages at 312 Pass of Melfort Place has been determined to have encroached on the allowable 2.5m (8ft) exterior side setback for two structural support posts. The first support post noted on the survey as "A" has encroached by a distance of 0.27m (10.6 inches). The second structural support post noted as "B" has encroached by a distance of 0.42m (16.5 inches).

The owner is seeking a Development Variance Permit to retain the existing setback with the exception of the two encroachments listed as "A" and "B"

There has been no advantage to views or floor area gained by this encroachment and resulted in no loss of vegetation on the previously cleared site.

The home meets all other zoning requirements for height, floor area, front, interior side and rear setbacks.

I am submitting this application as an Authorized Agent for the home owners; Jessica Bennett & Nicole Burtini.

We appreciate your attention on this matter.

Sincerely

Ian Kennington, BLA
The Design Centre Ucluelet
1339 Edwards Place
Ucluelet, BC
V0R3A0
250.726.3973

Site Plan of:
**Strata Lot 3, Section 1,
 Clayoquot District, Plan VIS5896**

Parcel Identifier: 026-493-675

SCALE - 1 : 250



All distances are in metres and decimals thereof.

(plot on 8.5" x 11" sheet)

LEGEND

Elevations are Geodetic.

Peak of Roof = 28.28M

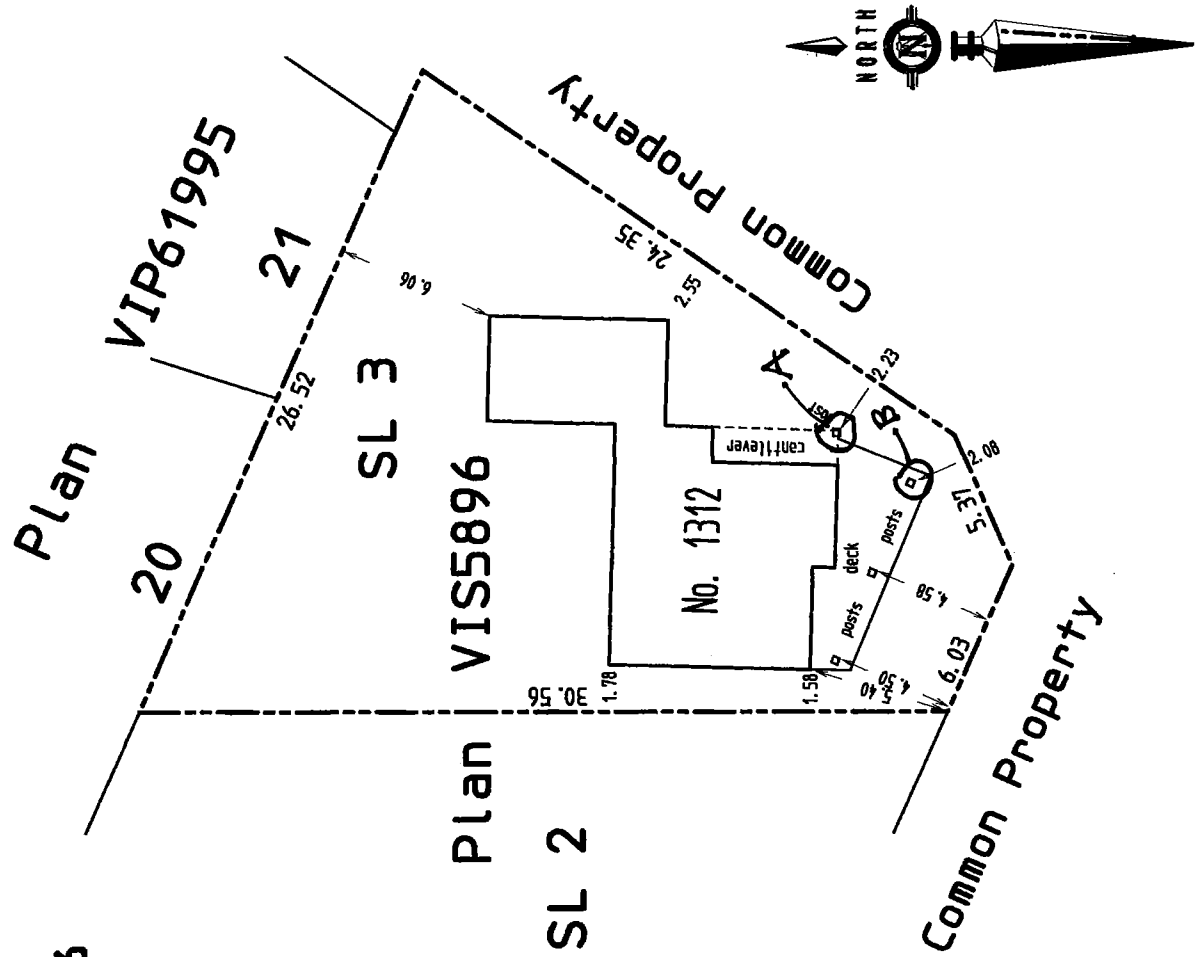
The following non-financial charges are shown on the current title and may affect the property

- EJ96938 - Covenant
- EX144885 - Statutory Right of Way
- EX144886 - Statutory Right of Way
- EX150834 - Statutory Building Scheme

Parcel dimensions shown hereon are derived from Land Title Office records.

This sketch represents a site improvement survey and is not intended for the purposes of a survey/mortgage certificate.

FILE : 165-Melfort
DWG/DATE: 2022-05-18
At Surveys
545 - 110 Marine Drive
Ucluelet, BC V0R 3A0
phone (250) 266-1536



DEVELOPMENT VARIANCE PERMIT DVP22-05

Pursuant to section 498 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Variance Permit is issued to:

Jess Bennett & Nicole Burtini, 47370 Mountain Park Drive, Chilliwack, BC, [REDACTED]

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

312 Pass of Melfort, PID 026493675, Strata Lot 3, Plan VIS5896, Section 1, Clayoquot Land District

3. The work authorized by this Permit may only be carried out in compliance with the requirements of the District of Ucluelet Zoning Bylaw No. 1160, 2013, except where specifically varied or supplemented by this development variance permit and in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws.

4. This Permit authorizes the following variance specific to the plans and details attached as Schedule "A":

Reducing minimum exterior side yard setback to 2.08 metres from the lot line whereas of Ucluelet Zoning Bylaw No. 1160, 2013 requires 2.5 metre, in order to locate a deck and posts within the side yard setback.

5. The above variance is granted for the proposed structures and use of the land as shown on Schedule A. Should the buildings be later removed or destroyed, this Development Variance Permit shall cease to apply and the zoning bylaw requirements in effect at the time shall apply.

6. 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.

7. This Permit is NOT a Building Permit.



AUTHORIZING RESOLUTION passed by the Municipal Council on the of , 2022.

IN WITNESS WHEREOF this Development Variance Permit is hereby executed and issued by the Municipality the **of** , **2022.**

OWNER

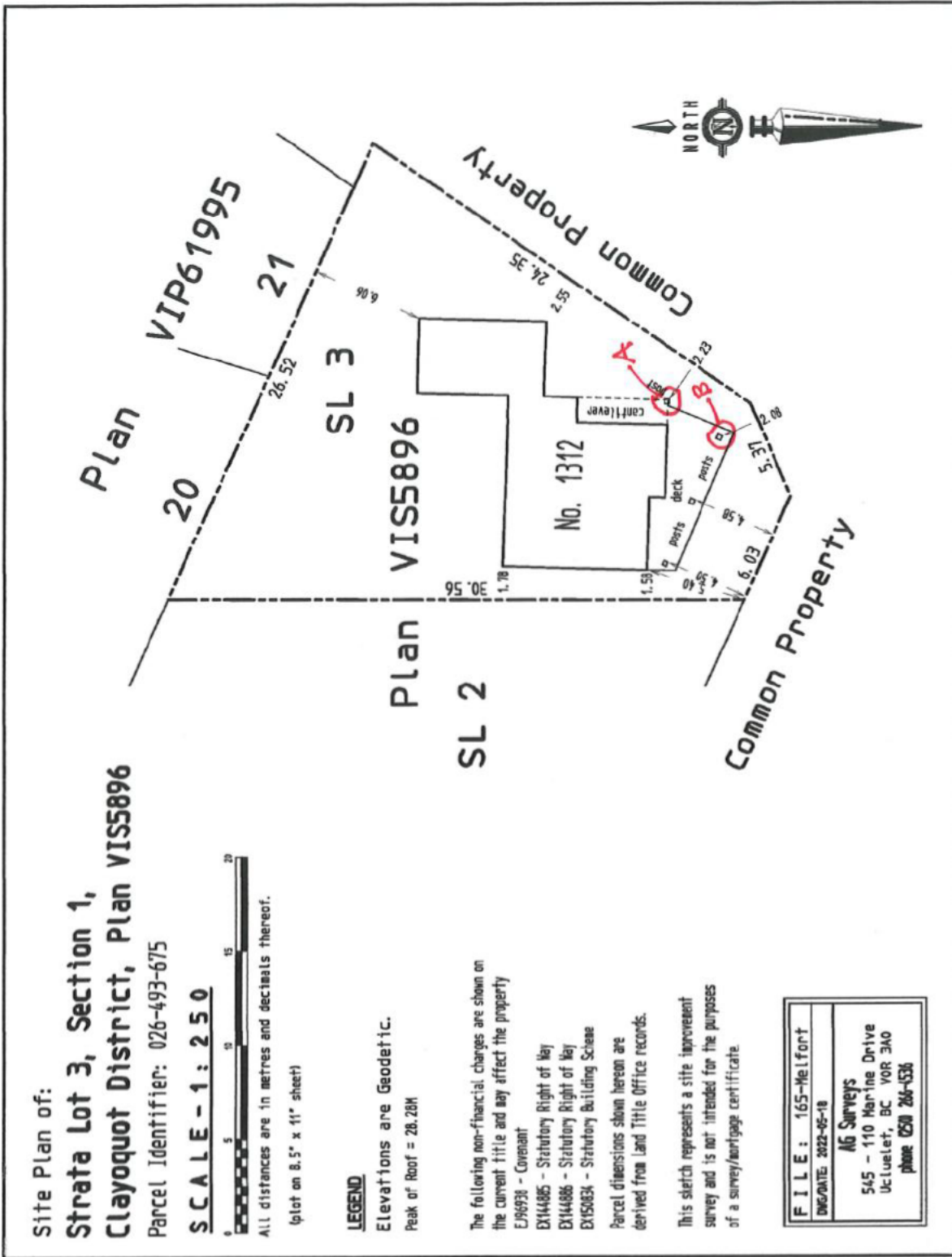
by its authorized signatory

Permittee's Signature

ISSUED the day of , 2022.

Bruce Greig - Director of Community Planning

Schedule A





REPORT TO COUNCIL

Council Meeting: September 20, 2022
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM:	MONICA WHITNEY-BROWN, PLANNING ASSISTANT	FILE No: 3060-20 DP22-07
SUBJECT:	ENVIRONMENTAL DEVELOPMENT PERMIT FOR 772 MARINE DRIVE	REPORT No: 22-141
ATTACHMENT(S):	APPENDIX A – APPLICATION APPENDIX B – DEVELOPMENT PERMIT 22-07	

RECOMMENDATION(S):

THAT Council authorize the Director of Community Planning to execute and issue Environmental Development Permit DP22-07 for the property at 772 Marine Drive to allow the construction of a single-family dwelling on a lot designated as Terrestrial and Riparian development permit areas.

BACKGROUND:

This Environmental Development Permit application was received June 14th, 2022, for the property located at 772 Marine Drive, PID 027473503, Lot 10, Plan VIP84686, District Lot 283, Clayoquot Land District (the “subject property”). The applicant is planning the construction of a single-family dwelling with a total area of 326.8 m².



Figure 1- Subject Property

Development Permit Area V & VI (Terrestrial and Riparian)

The subject property falls within the Official Community Plan's (OCP) "Environmental Development Permit Areas". The property is located near stream #30 identified on OCP schedule "E" as a fish-bearing stream. Environmental Development Permit Areas are established to guide development and land use to ensure the most sensitive environmental features of a site are protected and ecological functions are not needlessly disturbed by development activities. For all land lying within an Environmental DP area, an assessment of the site, its natural features, and the development must be undertaken, and the applicant must submit a report prepared by a Qualified Environmental Professional (QEP) establishing conditions for development. Staff draft the associated development permit terms and conditions from the recommendations in the QEP's report.

DISCUSSION

This application is for land disturbance for the development of a single-family dwelling on a lot designated as within Environmental Development Permit Areas. The applicant has retained a Qualified Environmental Professional to prepare a report on the environmental considerations of the site and develop recommendations to guide development. These recommendations have been compiled by staff into the terms and conditions of this development permit, attached as Appendix B.

The biologist recommends that the development "is not expected to have significant long-term effects on terrestrial or riparian ecosystems" if the mitigation measures listed in the QEP report are put in place. These measures include leaving a 20m undisturbed setback on the southwest side of the property (as proposed on the submitted site plan), and protection of root zones for veteran trees that are to be retained on the site.

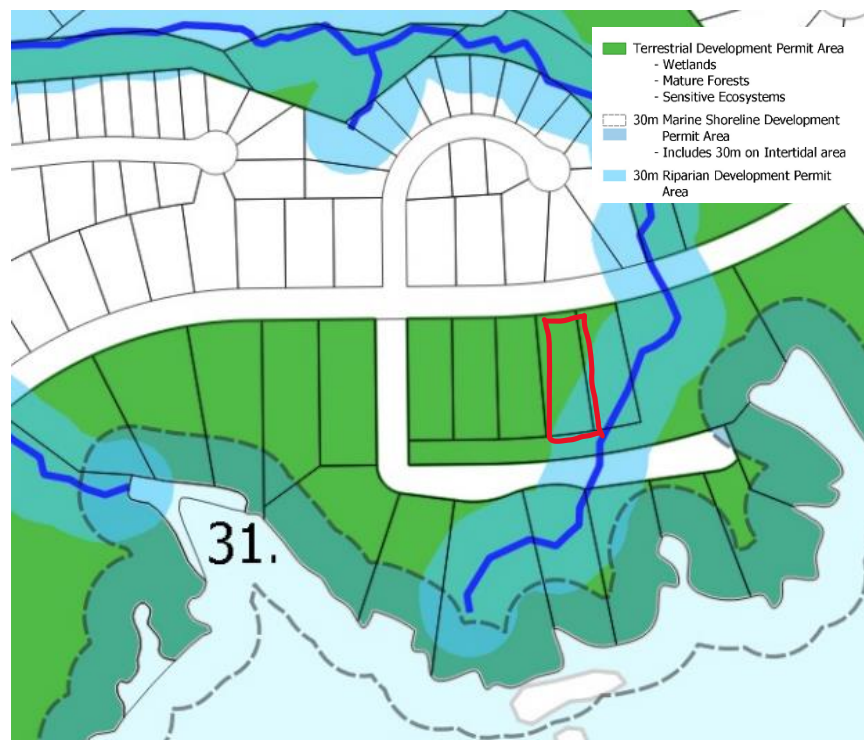


Figure 2- Applicant property in Schedule 'E' Environmental Development Permit Area Map

ZONING

The subject property falls within the CD-5 zone and from the information provided, the proposed development is consistent with the applicable zoning regulations.

ANALYSIS OF OPTIONS

A	Authorize the issuance of Development Permit 22-07	<u>Pros</u>	<ul style="list-style-type: none"> Allows applicant’s development to proceed in a manner which a QEP has deemed consistent with the OCP development permit guidelines.
		<u>Cons</u>	<ul style="list-style-type: none"> Unknown at this time
		<u>Implications</u>	<ul style="list-style-type: none"> Approval will allow the application to proceed.
B	Reject the application	<u>Pros</u>	<ul style="list-style-type: none"> This development will not proceed at this time
		<u>Cons</u>	<ul style="list-style-type: none"> Does not allow applicant’s development to proceed in a manner which a QEP has deemed consistent with the OCP development permit guidelines.
		<u>Implications</u>	<ul style="list-style-type: none"> The application would not proceed. Additional staff time will be required to follow up with applicant and consultants. Staff would need direction from Council on how to apply the Environmental Development Permit guidelines established in the OCP bylaw and/or make amendments to the DP area guidelines.
		<u>Suggested Motion</u>	THAT Council reject the application for Development Permit 22-07.

Policy or Legislative Impacts:

- This application is consistent with the Official Community Plan, the Zoning Bylaw and the *Local Government Act*.

NEXT STEPS

If this application is approved the attached DP will be signed by the Director of Community Planning, issued to the applicant, and notice will be filed with the Land Title Office.

The applicant or subsequent owners of the subject property will be required to meet all conditions of the permit and any other conditions set out by Council for the proposed development.

Respectfully submitted: MONICA WHITNEY-BROWN, PLANNING ASSISTANT
 BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING
 DUANE LAWRENCE, CAO

Development Application

District of Ucluelet

Planning Department

200 Main Street, Ucluelet, BC

VOR 3A0, PO. Box 999

tel 250-726-4770 fax 250 726 7335

Type of Application

An application is submitted for one or more of the following:

- | | |
|---|--|
| <input type="checkbox"/> Official Community Plan Amendment | <input type="checkbox"/> Development Variance Permit |
| <input type="checkbox"/> Zoning Bylaw Amendment | <input type="checkbox"/> Temporary Use Permit |
| <input checked="" type="checkbox"/> Development Permit (no variances) | <input type="checkbox"/> Board of Variance |
| <input type="checkbox"/> Development Permit (with variances) | <input type="checkbox"/> Strata Conversion |
| <input type="checkbox"/> Development Permit Amendment | <input type="checkbox"/> Subdivision |

Description of Property

Civic Address (es): 772 Marine Drive

Legal Description: Lot 10 Plan VIP84686 Block _____ Section 09 DL 283

Applicant Information

Notice of Disclosure to Applicant(s): The following contact information will be available to the public and may be posted on the Districts' website to allow interested parties to contact you about this application.

Applicant name: Jay Robertson Company name: Robertson Architecture

Mailing address: PO BOX 808 Pemberton BC Postal Code: VON 2L1

Tel : _____ Cell : 778-321-3358

Email : jay@robertsonarchitecture.com Fax : _____

The undersigned owner/authorized agent of the owner makes an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Applicant Signature: _____ Date: August 11 2022

Registered Owner(s)

List all registered owners. For strata properties, provide accompanying authorization from all strata owners (not just strata corp.). If the owner is an incorporated company/society, attach a current corporate/society search or "notice of directors".

Registered Owner (s) name: 1142416 BC Ltd.

Mailing address: PO BOX 808 Pemberton BC Postal Code: VON 2L1

Tel : _____ Cell : 778-321-3358

Email : _____ Fax : _____

Freedom of Information and Protection of Privacy Act (FOIPPA): Personal information is collected, used and disclosed under the authority of the Local Government Act, and section 26 (c) of the FOIPPA. The information will be used for the purpose of processing this application.

Owner Signature: _____ Date: August 11 2022

Office Use Only:

Folio No.:	File No.:	Date:	Receipt No.:	Fee:
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Owners Authorization Form

Type of Permit

- | | |
|---|---|
| <input type="checkbox"/> Single Family Dwelling | <input type="checkbox"/> Occupant Load |
| <input type="checkbox"/> Duplex | <input type="checkbox"/> Addition |
| <input type="checkbox"/> Accessory Building | <input type="checkbox"/> Alteration/Renovation |
| <input type="checkbox"/> Multi-Family Residential, No. of Units _____ | <input type="checkbox"/> Secondary Suite |
| <input type="checkbox"/> Commercial, No. of Units _____ | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> Industrial, No. of Units _____ | <input type="checkbox"/> Excavation |
| <input type="checkbox"/> Public Buildings | <input type="checkbox"/> Occupant Load |
| <input type="checkbox"/> Mobile/Manufactured Home | <input checked="" type="checkbox"/> Other <u>Development Permit</u> |



Description of Property

Civic Address: 772 Marine Drive Zoning: CD-5E
 Legal Description: Lot 10 Plan VIP84686 Block _____ Section 09 DL 283

This document shall serve to notify the District of Ucluelet that I am/we are the legal owner(s) of the property described above and do authorize the person indicated below ("Authorized Agent") to act on my/our behalf on all matters pertaining to any of the Permit Application(s) indicated below for the property described above, including the authority to endorse on my/our behalf application documents.

Property Owner Information (please complete additional forms for more than four owners)

- Owner name: 1142416 BC Ltd.
 Mailing address: PO BOX 808 Pemberton BC Postal Code: V0N 2L1
 Tel: _____ Cell: 778-321-3358 Email: jay@robertsonarchitecture.com
 Owner Signature: _____ Date: August 11 2022
- Owner name: _____
 Mailing address: _____ Postal Code: _____
 Tel: _____ Cell: _____ Email: _____
 Owner Signature: _____ Date: _____
- Owner name: _____
 Mailing address: _____ Postal Code: _____
 Tel: _____ Cell: _____ Email: _____
 Owner Signature: _____ Date: _____
- Owner name: _____
 Mailing address: _____ Postal Code: _____
 Tel: _____ Cell: _____ Email: _____
 Owner Signature: _____ Date: _____

Authorized Agent

Agent's name: Jay Robertson Company Name: Robertson Architecture
 Mailing address: PO BOX 808 Pemberton BC Postal Code: V0N 2L1
 Tel: _____ Cell: 778-321-3358 Email: jay@robertsonarchitecture.com
 Agent Signature: _____ Date: August 11 2022

Note: All registered owners of the property shall sign this Authorization Form. Use additional sheets if necessary. New Authorization Forms shall be submitted to the District of Ucluelet if the ownership of the property changes prior to issuance of the Permit applied for or before final approval is granted. It is understood that, until the District of Ucluelet is advised in writing that the agent no longer acts on behalf, the District of Ucluelet will deal exclusively with my agent with respect to all matters pertaining to the proposed building permit and are under no obligation to communicate with me or any other person other than my agent with regard to these permits. This authorization supersedes all previous appointments.

Office Use Only

Folio No:	Permit No:	Date:	
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Statement of Intent

ROBERTSON ARCHITECTURE

P.O. Box 808
Pemberton BC
V0N 2L1

T 778 321 3358
E jay@robertsonarchitecture.com

APPLICATION PURPOSE

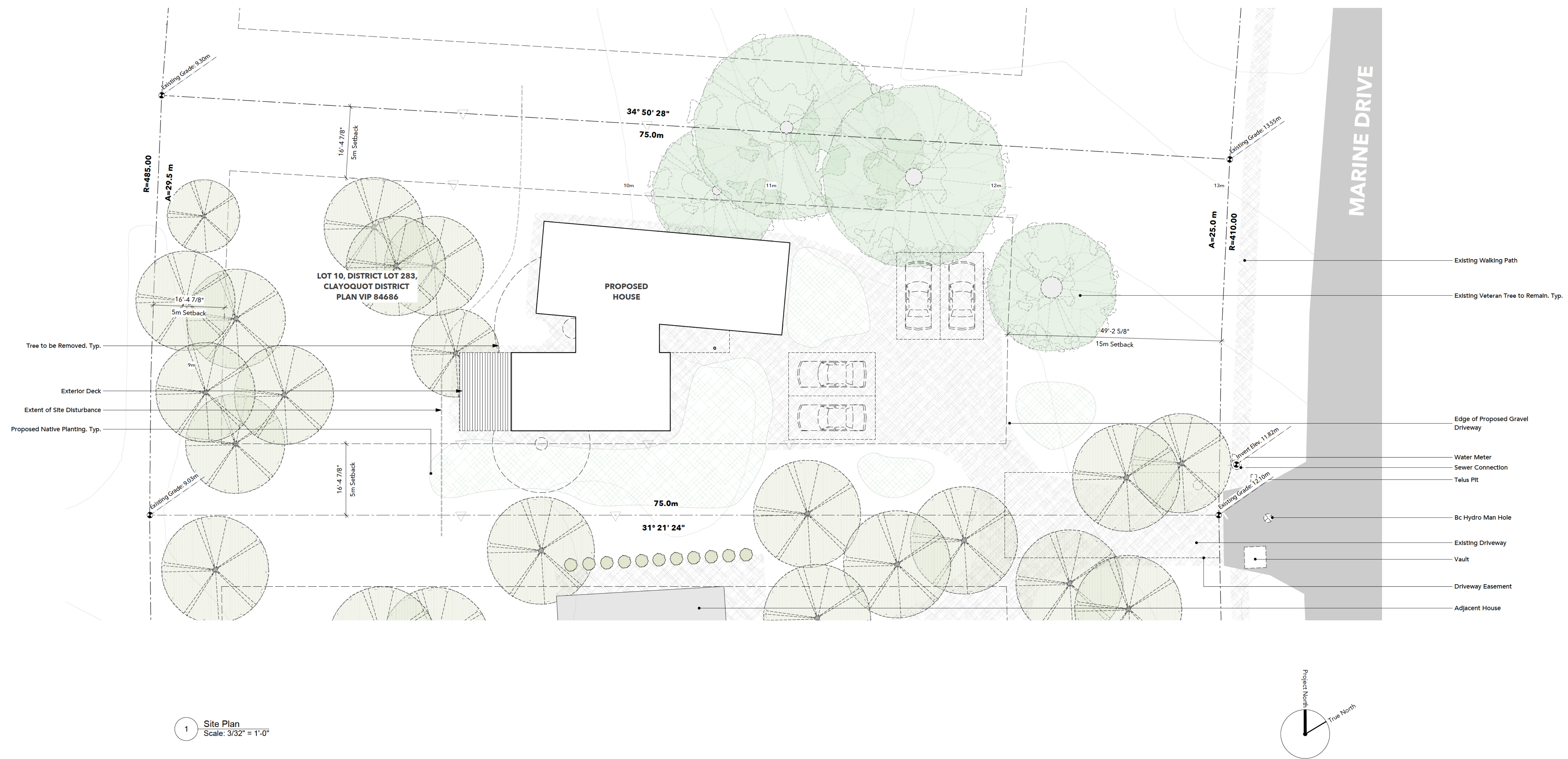
- To satisfy the District of Ucluelet's requirements for the newly established Environmental Development Permit Areas
- *Refer to attached correspondence from District staff outlining DP application requirements

HOW DOES THE APPLICATION COMPLY?

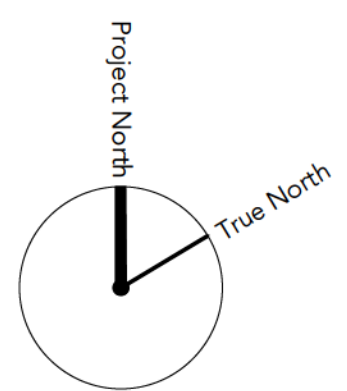
- The application provides the information requested by District staff as per the OCP
- No divergence from the DP guidelines is proposed
- The property in question is bare land with no current use
- The property in question will be developed for residential use as per CD-5e Zoning

Signed,

Jay Robertson
Architect AIBC



1 Site Plan
Scale: 3/32" = 1'-0"



Copyright of this drawing and design is reserved by James Robertson Architecture. This drawing and all associated documents are an instrument of service by the Architect. This drawing and the information contained therein may not be reproduced in whole or in part without prior written permission of the architect. This drawing is not to be used for construction until issued for that purpose by the architect. Prior to commencement of the work the contractor shall verify all dimensions, datums, and levels and shall bring any discrepancies between this drawing and the full contract documents or site conditions to the attention of the architect for clarification.

ROBERTSON ARCHITECTURE

12-1400 Park St.
Pemberton BC Canada V0N 2L1
778.321.3358
jay@robertsonarchitecture.com

ISSUE	DATE	ISSUE
1	2022-08-10	Issued for Env.

Ucluelet Marine
772 Marine Drive
Ucluelet BC
Site-Plan

A 010

DEVELOPMENT PERMIT DP22-07

Pursuant to section 488 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Permit is issued to:
Jay Robertson, PO Box 808, Pemberton, BC V0N 2L1
(The “Permittee”)
2. This Development Permit applies to, and only to, those lands within the District of Ucluelet described below, and the buildings, structures, and other development thereon:
772 Marine Drive, PID 027473503, Lot 10, Plan VIP84686, District Lot 283, Clayoquot Land District (The “Lands”).
3. This Permit authorizes the following improvements on the Lands:
 - a) Land disturbance associated with construction of a single-family dwelling and associated landscape and hardscape works as shown in the attached site plan (Schedule 1)
4. The permit holder, as a condition of issuance of this Permit, agrees to comply with the requirements and conditions of Schedule 2 which is attached hereto and forms part of this permit.
5. In addition to compliance with the requirements of Schedule 2, the permit holder must adhere to all conditions of the Qualified Environmental Professional report in Schedule 3 which is attached hereto and forms part of this permit.
6. Prior to any site disturbance or contractor mobilization, the permit holder must erect fencing or otherwise demarcate the limits of disturbance and tree protection (critical root) zones on site and contact the District of Ucluelet to arrange a pre-construction inspection.
7. The work authorized by this Permit may only be carried out in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws. The owner is responsible for ensuring that the timing of the work and any required permits or notifications by other agencies are obtained as required to comply with all applicable regulations.
8. 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.
9. The owner shall substantially commence the development within 24 months of the date of issuance, after which this permit shall be null and void.
10. This Permit is NOT a Building Permit.



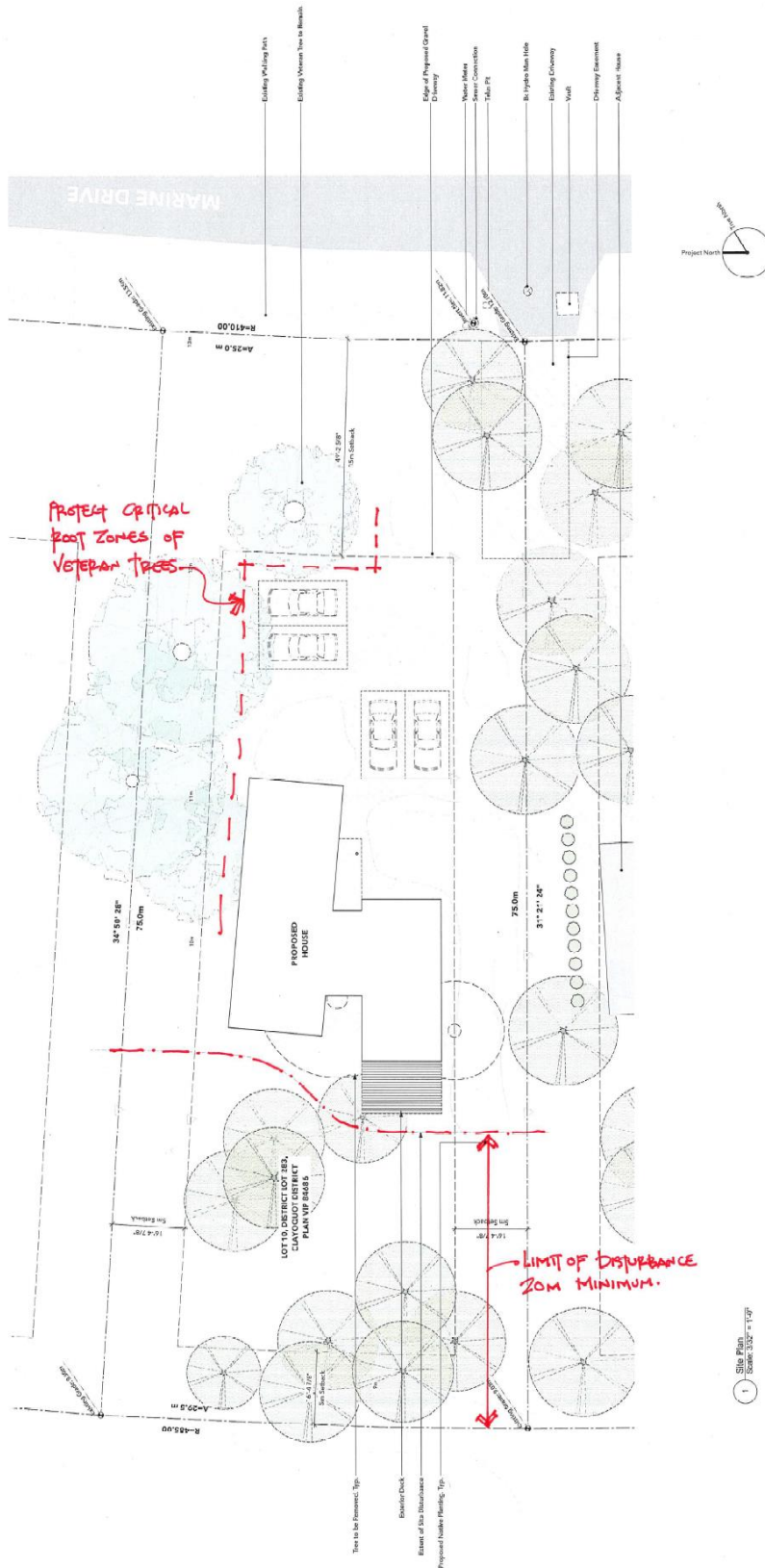
11. The Municipality's Chief Administrative Officer is hereby authorized to approve minor amendments to the plans provided that such amendments are consistent with the overall character and intent of the original plans.

AUTHORIZING RESOLUTION passed by the Municipal Council on the day of , 2022 .

ISSUED the day of , 2022.

Bruce Greig
Director of Community Planning

Schedule 1



Ucluelet Marine
772 Marine Drive
Ucluelet BC
V2R 2Y1

ISSUE DATE ISSUED FOR
1 2022-08-10 Revised for EIR

ROBERTSON
ARCHITECTURE

This site plan is prepared by the architect, Robert Robertson Architecture, Inc. The architect is not responsible for the accuracy of the information provided in this site plan. The architect is not responsible for the accuracy of the information provided in this site plan. The architect is not responsible for the accuracy of the information provided in this site plan.



Schedule 2 Conditions

As a condition of the issuance of this Permit, the Permittee representing the Lands hereby to comply with all following Impact Reductions and Mitigation Measures, determined by Qualified Environmental Professional as necessary to avoid negative impacts to environmental habitats within and adjacent to the Property.

1. Limit disturbance of wildlife corridor potential.
 - a. A 20 m setback along the southwest boundary of the property must be left undisturbed to the maximum amount possible (see Schedule 1 and fig. 1 in Schedule 3).
 - b. Limbing or small tree removal within this setback adjacent to proposed construction is acceptable if needed for safe working conditions; however, all options to avoid such disturbance must be considered, and large trees (DBH > 0.9m) within the setback must remain undisturbed.
 - c. Any trees removed within this 20 m buffer zone during the development phase should be replaced within this portion of the property as per the Provincial Tree Replacement Criteria.
2. Limit disturbance to veteran trees.
 - a. Root protection zones must be established for trees intended to be preserved to the maximum extent possible. Any root protection zones created are to be established prior to construction and demarcated with visual or physical barriers.
 - b. Where full root protection zones as recommended by the ISA can not be attained due to proximity to development, they will be maximized to the extent possible. Within these zones:
 - i. Minimize the extent of excavation as much as possible;
 - ii. Avoid cutting of roots over 4" in diameter; Limit spread of invasive species.
 - iii. Roots that have been damaged by an excavator should be cut cleanly with a saw blade;
 - iv. Avoid stockpiling of materials or parking of machinery.
 - c. Trees noted to have significant cavities must be left undisturbed (see fig. 3 in Schedule 3). Protection from damage must be ensured through establishment of a root protection zone prior to construction.
3. Limit disturbance to amphibians.
 - a. Best practices for amphibian conservation during development must be adhered to as follows by:
 - i. Designing and locating development to avoid disturbing critical habitat.
 - ii. Identifying and setting aside core zones and management (buffer) areas to protect critical features such as wetlands, adjacent forests and frog migration corridors. Core areas should be 30 m from the high-water level for wetlands and be "no disturbance zones". It is important that naturally vegetated wildlife corridors be retained that connect the wetlands to large patches of forest.

- iii. Avoiding significant disturbances during development by delineating buffers and no disturbance areas (including migration corridors) through use of temporary fencing and signage.
- iv. Controlling all sediment and surface runoff on construction sites and preventing it from entering nearby streams and wetlands.
- v. Avoiding year-round garden ponds that can attract American Bullfrogs. Ponds that dry in the late summer are better for native amphibians, as the predatory bullfrogs cannot reproduce successfully in them.
- vi. Maintaining adjacent forest cover in as natural a condition as possible.
- b. If amphibians are encountered during construction, a QEP must be consulted to advise and/or assist in documenting, collecting, and relocating them.
4. Limit disturbance to avians.
 - a. To avoid contravention of the Federal Migratory Birds Convention Act and Section 34 of the BC Wildlife Act vegetation clearing must be scheduled outside of the typical bird breeding period (March 15 – August 15).
 - b. If the reduced risk work window for avians cannot be avoided any clearing must be preceded by pre-clearing nest survey(s), which are effective for 5 days before a replicate survey is required.
5. Limit impact of fuels and hazardous materials
 - a. Environmental protection procedures for handling and storage of fuels and hazardous materials must include the following items:
 - i. A spill kit of appropriate capacity will be on hand at all times heavy machinery or gas-powered tools are in use during construction.
 - ii. A qualified environmental professional (QEP) will be contacted immediately upon observation of a spill to assist in cleanup procedure. Under the supervision of a QEP all identified spills will be cleaned up immediately, and contaminated soils and vegetation will be removed for appropriate disposal.
 - iii. Refueling of equipment is to occur only at designated fueling stations and located at least 30 m from aquatic habitat.
 - iv. All fuel, chemicals, and hazardous materials will be clearly marked.
 - v. Pumps and jerry cans are to be placed in containment basins to contain spills.
 - vi. All equipment maintenance with the potential for accidental spills (e.g., oil changes, lubrications) will be done on a designated area at least 30 m from any waterbody. Tarps should be laid down prior to commencement of work to facilitate clean up.
 - vii. In the event of a spill, the following guidelines should be followed:
 - Spills to the receiving environment are to be reported to the Emergency Management BC (1-800-663-3456) if they exceed the reportable limits (e.g. 100 liters of fuel or oil to land). Deleterious substance spills of any volume into water are to be reported to the Fisheries and Oceans Canada (DFO) line (1-800-465-4336) as well as the Canadian Coast Guard

(CCG) line (1-800-889-8852) if the spill occurs in the marine environment.

- Apply sorbent pads and booms as necessary.
- Dispose of all contaminated debris, cleaning materials, and absorbent material by placing in an approved disposal site.

6. Control sediment and erosion.

Specific measures to control sediment during construction will include:

- a. Maintain all trees and vegetation outside of the development footprint on the subject property;
- b. Where there is a potential for silt runoff in the proximity of existing waterbodies, control devices will be installed prior to construction activities commencing;
- c. Filter fabric dams, rock check dams, and silt fencing will be used as needed on a site-specific basis to control erosion. Filtration should be accomplished using filter fabric keyed into substrates and banks and elevated using stakes or straw bales. Silt fencing is not an acceptable mitigation technique to control erosion in flowing ditches; however, it is useful for containing slumping areas and for use as baffles to slow water velocities.
- d. Excavation will be stopped during intense rainfall events or whenever surface erosion occurs affecting nearby waterbodies.
- e. Soil stockpiles will be placed a minimum of 30 m from any waterbody and in a location where erosion back into the stream cannot occur and will not impede any drainage.
- f. Soil stockpiles with the potential to erode into waterbodies are to be covered with poly sheeting. Other techniques, such as terracing or surface roughening can greatly reduce surface erosion on steeper slopes.
- g. Permanent exposed soil areas and erosion-prone slopes that may potentially erode into waterbodies are to be seeded immediately or covered with geotextile.
- h. Clearing will take place immediately prior to excavation and earthworks to minimize the length of time that soils are exposed. Vegetation in adjoining areas will not be disturbed.
- i. Site re-vegetation measures are required to stabilize disturbed soils and areas where invasive plants have been removed to reduce erosion.

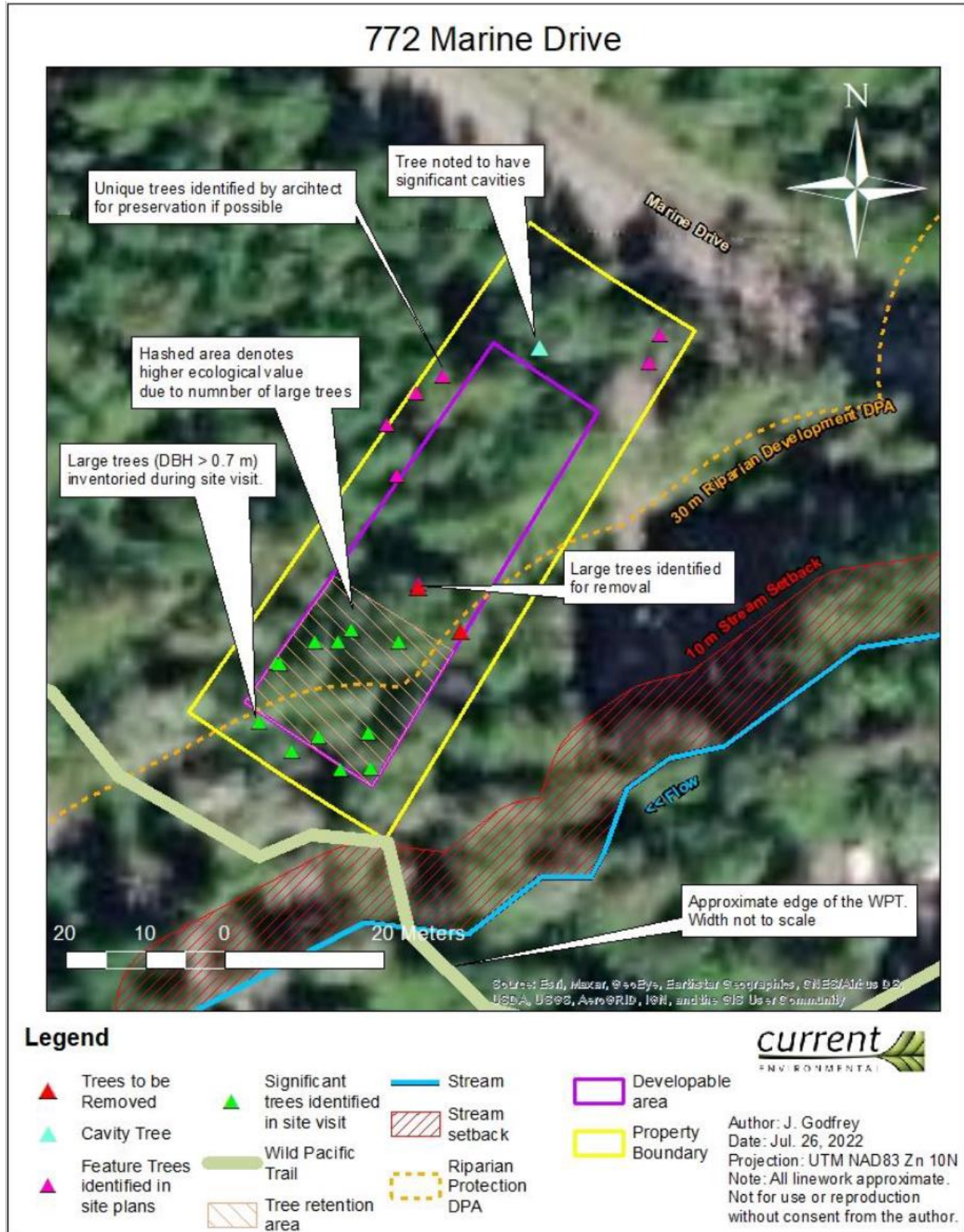


Figure 1 - Environmental constraints and considerations found on the subject property



Schedule 3 QEP Report

As a condition of the issuance of this Permit, the Permittee representing the Lands hereby agrees to comply with all following conditions in the Environmental Assessment Report (attached).



REPORT TO COUNCIL

Council Meeting: Sept. 20, 2022

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM:	MONICA WHITNEY-BROWN, PLANNING ASSISTANT	FILE NO: 3060-20 DP22-06
SUBJECT:	ENVIRONMENTAL DEVELOPMENT PERMIT FOR 1251 SUNSET POINT ROAD	REPORT NO: 22-142
ATTACHMENT(S):	APPENDIX A – APPLICATION APPENDIX B – DEVELOPMENT PERMIT 22-06	

RECOMMENDATION(S):

THAT Council authorize the Director of Community Planning to execute and issue Environmental Development Permit DP22-06 for the property at 1251 Sunset Point Road to allow the construction of a single-family dwelling on a lot designated within a Marine Shoreline development permit area.

BACKGROUND:

This Environmental Development Permit application was received June 14th, 2022, for the property located at 1251 Sunset Point Road PID 026047829, Strata Lot 2, Plan VIS5628, District Lot 281, Clayoquot Land District (the “**subject property**”). The applicant is planning the construction of a single-family dwelling with a total area of 326.8 m².



Figure 1- Subject Property

Development Permit Area VII (Marine Shoreline)

The subject property falls within the Official Community Plan's (OCP) "Environmental Development Permit Areas". The Marine Shoreline DP area is designated within 30m above and below the natural boundary of the sea.

Environmental Development Permit Areas are established to guide development and land use to ensure the most sensitive environmental features of a site are protected and ecological functions are not needlessly disturbed by development activities. For all land lying within an Environmental DP area, an assessment of the site, its natural features and the development must be undertaken and the applicant must submit a report prepared by a Qualified Environmental Professional (QEP) establishing conditions for development. Staff draft the associated development permit terms and conditions from the recommendations in the QEP's report.

DISCUSSION

This application is for a single-family dwelling on a lot designated within the Marine Shoreline Environmental Development Permit Area. The applicant has retained a Qualified Environmental Professional (QEP) to prepare a report on the environmental considerations of the site and develop recommendations to guide development. The QEP concluded that "the planned development is unlikely to negatively impact aquatic and marine riparian habitats within and adjacent to the Property", provided that mitigation measures are followed. These recommendations have been compiled by staff into the terms and conditions of this development permit, attached as Appendix B.

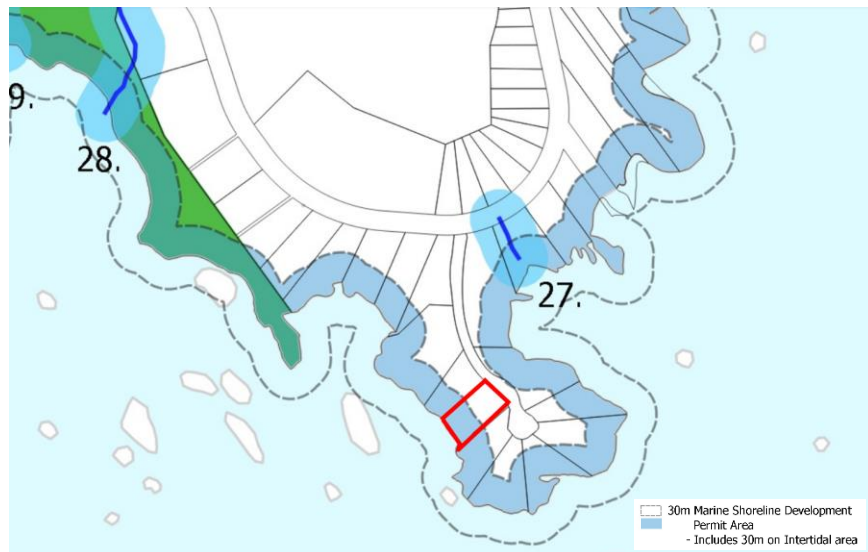


Figure 2- Applicant property in Schedule 'E' Environmental Development Permit Area Map

The recommendations of the QEP highlight the importance of avoiding disturbance to the vegetation on the steep slope adjacent to the shoreline. The report also addresses a known nearby eagle nest. The nest appears to not be actively used, but the QEP includes recommendations to follow if eagles are observed in the nest.

ZONING

The subject property falls within the CD-2A zone and from the information provided, the proposed development is consistent with the applicable zoning regulations.

ANALYSIS OF OPTIONS

A	Authorize the issuance of Development Variance Permit 22-06	<u>Pros</u>	<ul style="list-style-type: none"> Allows applicant’s development to proceed in a manner which a QEP has deemed consistent with the OCP development permit guidelines.
		<u>Cons</u>	<ul style="list-style-type: none"> Development in sensitive environmental areas may occur
		<u>Implications</u>	<ul style="list-style-type: none"> Approval will allow the application to proceed.
B	Reject the application	<u>Pros</u>	<ul style="list-style-type: none"> This development will not proceed at this time
		<u>Cons</u>	<ul style="list-style-type: none"> Does not allow applicant’s development to proceed in a manner which a QEP has deemed consistent with the OCP development permit guidelines. Staff would need direction from Council on how to apply the Environmental Development Permit guidelines established in the OCP bylaw and/or make amendments to the DP area guidelines.
		<u>Implications</u>	<ul style="list-style-type: none"> Additional staff time will be required to follow up with applicant and consultants.
		<u>Suggested Motion</u>	THAT Council reject the application for Development Variance Permit 22-05.

Policy or Legislative Impacts:

This application is consistent with the Official Community Plan, the Zoning Bylaw and the *Local Government Act*.

NEXT STEPS

If this application is approved the attached DP will be signed by the Director of Community Planning, issued to the applicant, and notice will be filed with the Land Title Office.

The applicant or subsequent owners of the subject property will be required to meet all conditions of the permit and any other conditions set out by Council for the proposed development.

Respectfully submitted: MONICA WHITNEY-BROWN, PLANNING ASSISTANT
 BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING
 DUANE LAWRENCE, CAO

District of Ucluelet

Planning Department
200 Main Street, Ucluelet, BC
V0R 3A0, P.O. Box 999
tel 250-726-4770 fax 250 726 7335

Development Application

Type of Application

An application is submitted for one or more of the following:

- | | |
|---|--|
| <input type="checkbox"/> Official Community Plan Amendment | <input type="checkbox"/> Development Variance Permit |
| <input type="checkbox"/> Zoning Bylaw Amendment | <input type="checkbox"/> Temporary Use Permit |
| <input checked="" type="checkbox"/> Development Permit (no variances) | <input type="checkbox"/> Board of Variance |
| <input type="checkbox"/> Development Permit (with variances) | <input type="checkbox"/> Strata Conversion |
| <input type="checkbox"/> Development Permit Amendment | <input type="checkbox"/> Subdivision |

Description of Property

Civic Address (es): - Sunset Point rd
Legal Description: Lot 2 Plan V155628 Block _____ Section _____ DL 281

Applicant Information

Notice of Disclosure to Applicant(s): The following contact information will be available to the public and may be posted on the Districts' website to allow interested parties to contact you about this application.

Applicant name: Cole Colkes Company name: Cakehart Construction Inc.
Mailing address: 3290 Grandon rd Qualicum BC Postal Code: V9K 2J8
Tel: 250-927-2204 Cell: _____
Email: Cakehartconstruction@gmail.com Fax: _____

The undersigned owner/authorized agent of the owner makes an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Applicant Signature: _____ Date: 014/06/2022

Registered Owner(s)

List all registered owners. For strata properties, provide accompanying authorization from all strata owners (not just strata corp.). If the owner is an incorporated company/society, attach a current corporate/society search or "notice of directors".

Registered Owner (s) name: Brad Wilke + Katie Bishop
Mailing address: 896 Transit rd Victoria BC Postal Code: _____
Tel: _____ Cell: _____
Email: _____ Fax: _____

Freedom of Information and Protection of Privacy Act (FOIPPA): Personal information is collected, used and disclosed under the authority of the Local Government Act, and section 26 (c) of the FOIPPA. The information will be used for the purpose of processing this application.

Owner Signature: _____ Date: _____

Office Use Only:

Folio No.: <u>114.902</u>	File No.: <u>DP22.06</u>	Date:	Receipt No.:	Fee: <u>\$300.00</u>
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District of Ucluelet Fees and Charges Bylaw No. 1186

Schedule 'D' Planning and Development

JUN 14 2022

Subdivision	Fees	Plus GST
Application Fee	\$800.00 plus \$ 150.00 per lot	No
Fee for each Strata Phase	\$500.00	Yes
Fee for each Strata Phase revision	\$150.00	Yes
Strata Conversion of Previously Occupied Building	\$500.00	Yes

Zoning and Official Community Plan Application Fees

Official Community Plan Amendment	\$1,600.00 plus \$500.00 per Ha. over 1 Ha. plus public hearing fee	Yes
Zoning Bylaw Amendment (Text and/or Map)	\$1,000.00 plus \$500.00 per Ha. over 1 Ha. plus public hearing fee	Yes
The Public Hearing fees shall be refundable if Council declines to advance the application to a Public Hearing		

Development

Minor Development Permit	\$300.00	No
Development Permit	\$1,000.00 plus \$500.00 per Ha. over 1 Ha.	No
Development Variance permit	\$600.00 plus \$500.00 public notice fee	No
Temporary Use Permit	\$350.00 plus \$500.00 public notice fee	No
Reissuance of an expired Development Permit	\$400.00	No
Reissuance of an expired Development Variance Permit	\$400.00	No

Board of Variance

Application	\$600.00	Yes
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Subdivision Servicing

Administration fee (% of construction value)	1%	No
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Liquor-Primary Establishments

Application fee	\$250.00	Yes
Application Fee & Public process fee	\$250.00 plus \$500 public notification fee	Yes
Changes to License - application fee	\$250.00 plus \$500 public notification fee	Yes
Confirmation of Occupant Load - application fee	\$200.00	Yes
Special occasion license	\$100.00	Yes

Mobile vending

Application Fee	\$150.00	No
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Temporary Use Permit (TUP) / Development Permit (DP) / Rezoning Checklist

Property Address: <i>Strata Lot 2 Sunset Point Rd</i> Type of Application: <i>DP</i> Date: <i>04/06/2022</i> Submitted By: <i>Cole Oakes</i>	JUN 14 2022
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- Application Form;** A signed application form by the registered owners - or written authorization for an agent to act on behalf of the owner and/or written Strata Council approval (if applicable).
- Application Fee;** See Bylaw 1186, Schedule D (see below)
- Title Search;** A title search within 15 days of the date of application, along with copies of all non-financial encumbrances (e.g. covenants, statutory rights of ways, easements, etc).
- Site Profile;** this is a screening tool required by the province to identify potentially contaminated sites. This is required for any previously occupied property with past commercial activity. Completed by the property owner when a property is subject to local government development applications and/or permits. See https://www2.gov.bc.ca/assets/gov/environment/air-land-water/site-remediation/docs/forms/site_profile.pdf
- Written Statement of Intent;** A written statement of intent outlines the proposal in full including a description of: *New Home Construction*
 - the purpose of this application;
 - how the proposal complies with the applicable Development Permit guidelines;
 - any divergence from the applicable Development Permit guidelines and why the divergence could be supported;
 - the existing and proposed use(s) of the land, buildings, and structures;
 - the existing and proposed works and services; and
 - any consultations the applicant has undertaken or proposes to undertake with neighbours and the community.
- Application drawings;** including three full sized copies (for larger applications), two clearly legible 8.5 x 11" reductions, and one digital copy (in PDF form). Drawing sets shall contain the following information:
 - Site plan,** drawn to scale, showing:
 - site context.
 - topographical and geographical features on the site.
 - all property lines, setbacks, existing and proposed buildings and structures including roof lines, utilities, fire hydrant locations, north arrow, waste and recycling storage areas, and open/green space.
 - zoning analysis indicating legal identification, address, lot area, density, floor area ratio, lot coverage, height calculations, setbacks, and other applicable zoning regulations.

District of Ucluelet
 200 Main Street, Ucluelet, BC
 V0R3A0, P.O. Box 999
 250-726-7744

Owners Authorization Form

Type of Permit

- | | |
|---|--|
| <input checked="" type="checkbox"/> Single Family Dwelling | <input type="checkbox"/> Occupant Load |
| <input type="checkbox"/> Duplex | <input type="checkbox"/> Addition |
| <input type="checkbox"/> Accessory Building | <input type="checkbox"/> Alteration/Renovation |
| <input type="checkbox"/> Multi-Family Residential, No. of Units _____ | <input type="checkbox"/> Secondary Suite |
| <input type="checkbox"/> Commercial, No. of Units _____ | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> Industrial, No. of Units _____ | <input type="checkbox"/> Excavation |
| <input type="checkbox"/> Public Buildings | <input type="checkbox"/> Occupant Load |
| <input type="checkbox"/> Mobile/Manufactured Home | <input type="checkbox"/> Other _____ |

Description of Property

Civic Address: Lot 2 Sunset Point rd PID 026047829 Zoning: _____
 Legal Description: Lot SL-2 Plan VIS5628 Block _____ Section DL 281

This document shall serve to notify the District of Ucluelet that I am/we are the legal owner(s) of the property described above and do authorize the person indicated below ("Authorized Agent") to act on my/our behalf on all matters pertaining to any of the Permit Application(s) indicated below for the property described above, including the authority to endorse on my/our behalf application documents.

Property Owner Information (please complete additional forms for more than four owners)

- Owner name: BRADLEY WILKE
 Mailing address: 896 TRANSIT ROAD, VICTORIA BC Postal Code: V8S 4Z9
 Tel: _____ Cell: _____ Email: _____
 Owner Signature: [Signature] Date: 6-APR-2022
- Owner name: KATHERINE BISHOP
 Mailing address: 896 TRANSIT ROAD, VICTORIA, BC Postal Code: V8S 4Z9
 Tel: _____ Cell: _____ Email: _____
 Owner Signature: K Bishop Date: 6-APR-2022
- Owner name: _____
 Mailing address: _____ Postal Code: _____
 Tel: _____ Cell: _____ Email: _____
 Owner Signature: _____ Date: _____
- Owner name: _____
 Mailing address: _____ Postal Code: _____
 Tel: _____ Cell: _____ Email: _____
 Owner Signature: _____ Date: _____

Authorized Agent

Agent's name: Cole Oakes Company Name: Oakehart Construction Inc.
 Mailing address: 3290 Grandon rd Qualicum Beach BC Postal Code: V9K 2J8
 Tel: _____ Cell: 250 927 2204 Email: oakehartconstruction@gmail.com
 Agent Signature: [Signature] Date: 03/29/2022

Note: All registered owners of the property shall sign this Authorization Form. Use additional sheets if necessary. New Authorization Forms shall be submitted to the District of Ucluelet if the ownership of the property changes prior to issuance of the Permit applied for or before final approval is granted. It is understood that, until the District of Ucluelet is advised in writing that the agent no longer acts on behalf, the District of Ucluelet will deal exclusively with my agent with respect to all matters pertaining to the proposed building permit and are under no obligation to communicate with me or any other person other than my agent with regard to these permits. This authorization supersedes all previous appointments.

Office Use Only

Folio No:	Permit No:	Date:	
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DEVELOPMENT PERMIT DP22-06

Pursuant to section 488 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Permit is issued to:
Brad Wilke and Katherine Bishop, 896 Transit Road, Victoria, BC, [REDACTED]
(The "Permittee")
2. This Development Permit applies to, and only to, those lands within the District of Ucluelet described below, and the buildings, structures, and other development thereon:
1251 Sunset Point Road PID 026047829, Strata Lot 2, Plan VIS5628, District Lot 281, Clayoquot Land District (The "Lands").
3. This Permit authorizes the following improvements on the Lands:
 - a) Construction of a single-family dwelling and associated landscape and hardscape works as shown in the attached site plan (Schedule 1)
4. The permit holder, as a condition of issuance of this Permit, agrees to comply with the requirements and conditions of Schedule 2 which is attached hereto and forms part of this permit.
5. In addition to compliance with the requirements of Schedule 2, the permit holder must adhere to all conditions of the Qualified Environmental Professional report in Schedule 3 which is attached hereto and forms part of this permit.
6. Prior to any site disturbance or contractor mobilization, the permit holder must erect fencing or otherwise demarcate the no-disturbance area beyond the top of bank, and contact the District of Ucluelet to arrange a pre-construction inspection.
7. The work authorized by this Permit may only be carried out in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws. The owner is responsible for ensuring that the timing of the work and any required permits or notifications by other agencies are obtained as required to comply with all applicable regulations.
8. 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.
9. The owner shall substantially commence the development within 24 months of the date of issuance, after which this permit shall be null and void.
10. This Permit is NOT a Building Permit.



11. The Municipality's Chief Administrative Officer is hereby authorized to approve minor amendments to the plans provided that such amendments are consistent with the overall character and intent of the original plans.

AUTHORIZING RESOLUTION passed by the Municipal Council on the day of , 2022 .

ISSUED the day of , 2022.

Bruce Greig
Director of Community Planning

Schedule 1

Baking your best. Building your dream home.

PHILKE-BISHOP
Lot 2 Sunset
Point Road,
Ucluelet, BC

**BRAD NIJKE &
KATE BISHOP**

**BUILDING
PERMIT**

DATE: 2021-11-24
NO. 2-2021-0001-0001

Site

NOV 24, 2021

NO. 2-2021-0001-0001

A2

1:1 SITE PLAN

1:10 SITE PLAN

REMARKS

PROPOSED ADDITION SHALL BE BUILT PER TO CORRESPOND WITH EXISTING PERMIT AND SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE PROPOSED PLAN.

REMARKS	DATE	BY
PROPOSED ADDITION SHALL BE BUILT PER TO CORRESPOND WITH EXISTING PERMIT AND SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE PROPOSED PLAN.	2021-11-24	PH

MEASUREMENTS

MEASUREMENT	VALUE
PROPOSED ADDITION	10.00m
EXISTING BUILDING	10.00m
PROPOSED ADDITION	10.00m
EXISTING BUILDING	10.00m



Schedule 2 Conditions

As a condition of the issuance of this Permit, the Permittee representing the Lands hereby to comply with all following Impact Reductions and Mitigation Measures, determined by Qualified Environmental Professional as necessary to avoid negative impacts to environmental habitats within and adjacent to the Property.

1. Limit disturbance to riparian vegetation and soils.
 - a. No tree removal or damage to mature trees (>30 cm diameter at breast height) is to occur unless any trees are identified as being hazardous by an ISA certified arborist.
 - b. No disturbance to marine riparian vegetation that is below the top of bank.
2. Limit spread of invasive species.
 - a. Remove and dispose of all Scotch broom present within the Property .
 - b. Removal of invasive plants shall be done at the start of construction to avoid accidentally spreading invasive plants, seeds and soils contaminated with seeds.
 - c. Invasive plants must be removed and disposed separately from other vegetation at a landfill that will accept invasive plants.
3. Limit disturbance to nesting Bald Eagles.
 - a. The Bald Eagle nest appeared to be old and inactive this year. It may be used again in future years or new nests could be constructed in nearby trees as the area is suitable for nests.
 - b. The development site is well back from the nest, but loud noise associated with construction could disrupt nesting eagles, which could result in nest abandonment. If eagles are observed in the nest or in new nests within 100 m of the Property at any time during construction (this year or in future years), the undersigned biologist should be contacted to provide additional guidance to avoid disturbances that could lead to nest abandonment.
4. Limit generation of suspended sediments.
 - a. Construction activities must not cause the introduction of sediment or sediment laden runoff to enter the marine environment.
 - b. Ensure that no concentrated stormwater or water pumped from the site is directed to the steep slope as this could result in erosion.
 - c. As per the recommendations of the Geotechnical Engineer, collected rainwater shall not be discharged on the slope or near the crest of the slope, during or after construction. Collected water should be re-introduced to the subsurface at least 10m away from the crest of the slope.
 - d. During construction, exposed soil stockpiles shall be protected from erosion from rainfall events by covering with poly, tarps or straw mulch or by surrounding with silt fencing.
 - e. Upon completion of construction, exposed soils within 10 m of the steep slope shall be protected from erosion (gravel, grass seed and straw mulch, landscaping, erosion control blankets etc.).



- f. Avoid excavation and other earthworks during or immediately prior to heavy rainfall events (>25 mm in 24h).
5. Limit Hydrocarbon spills.
 - a. All machinery and equipment working at and adjacent to the house site will be maintained in good working order and free of fluid leaks.
 - b. All construction machinery will carry oil spill kits.
 - c. All machinery and equipment shall be refueled at least 10 m from the top of bank .
 - d. If any accidental spills occur, they shall be immediately contained, cleaned up and reported to Emergency Management BC: 1 800 663-3456 (if reportable amount/type). Any spill that introduces regulated substances into a watercourse is reportable.
 6. Limit Concrete Work Impacts.
 - a. Any concrete works at the house site must be conducted such that concrete wash water is not introduced into the marine riparian area or municipal stormwater drains as it can cause elevated pH to levels that can be toxic/deadly to fish and other aquatic organisms.



Schedule 3 QEP Report

As a condition of the issuance of this Permit, the Permittee representing the Lands hereby agrees to comply with all following conditions in the Environmental Assessment Report.



REPORT TO COUNCIL

Council Meeting: September 20, 2022
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JAMES MACINTOSH, DIRECTOR OF ENGINEERING SERVICES **FILE NO:** 6240-20

SUBJECT: CONTRACT AUTHORIZATION – AMPHITRITE HOUSE CONSTRUCTION **REPORT NO:** 22-143

ATTACHMENT(S): APPENDIX A - PROJECT DATES, FINANCES, AND COUNCIL REPORT(S) LOG
APPENDIX B - AMPHITRITE HOUSE DRAWINGS ISSUED FOR CONSTRUCTION

RECOMMENDATION(S):

THAT Council authorize the Mayor and the Corporate Officer to execute a \$1,000,000 contract between the District of Ucluelet and Saltwater Building Co for the supply of materials and labour to reconstruct the Amphitrite house and grounds.

BACKGROUND:

The District of Ucluelet is in the process of transforming the old lightkeeper’s residence and grounds from an abandoned residential structure to a premiere public facility and gathering place. The project was formally launched in 2018 and since that time has undergone site evaluation, concept, preliminary and detailed design, multiple costing exercises, and updates to Council.

After Council’s April 12th resolution, the team prepared a construction-ready project that is within the available budget by separating the build into two phases, house and landscape, and prioritized/eliminated specific project elements. The house was prioritized as “Phase-1” and will be constructed first. The landscape design was mostly eliminated from the project scope; however, areas needed for accessible access to the house, such as the upper pathway and approach from the parking lot, are prioritized for construction in Phase-1. The project elements which have been eliminated will be reconsidered at a later phase, as funds become available.

With the completed design, Staff published the project on BCBids and invited general contractors to provide construction cost estimates. Half a dozen contractors were interested; however, only one provided an acceptable proposal. The proposal was reviewed for completeness and accuracy and then marked against predefined scoring criteria which aims to award a contract to the proponent which provides the highest value and greatest good for the District.

The results of the recommended proposal are as follows:

- General Contractor: Saltwater Building Co
- Contract Value: \$1,000,000 Guaranteed Maximum Price Plus % Cost Savings Option
- Contract Type: Canadian Construction Document Committee (CCDC) 5B and 2 – Construction Management and Stipulated Price Contract
- Availability: Contractor is available to begin demolition in the Autumn of 2022 and build the following Spring for an anticipated completion date in the Autumn of 2023

District Staff recommend awarding the contract to Saltwater Building Co. The general contractor provided a proposal that demonstrates high scores in relevant experience, availability to dedicate resources to the project, commitment to meet the District’s timelines, and a cost which is within the available budget.

The District contract strategy includes hiring the contractor to complete pre-construction services such as value engineering and the completion of vendor pricing from sub-contractors to determine a highly accurate construction cost. Once completed, the District will work with Saltwater Building Co to transfer the construction management contract into a stipulated price contract. The contract includes an award to the general contractor for completing the project under the \$1,000,000 budget.

If and once approved, the general contractor will complete the demolition of the house. A building permit has already been submitted to the District and the project team is awaiting its review. The cleaned-up site and concrete foundation will be left during the winter months while the contractor prepares for a Spring start in 2023 and build from April to September. The Wild Pacific Trail will remain open during demolition and construction.

There remains \$355,000 in the total project budget, which is set aside as contingency for unplanned expenses, or if the build progresses according to plan, the remaining contingency could be considered for reallocation back into project areas that were removed from the scope of work.

ANALYSIS OF OPTIONS

A	Approve the contract between the District of Ucluelet and Saltwater Building Co	<u>Pros</u>	<ul style="list-style-type: none"> • The general contractor is a local builder with a highly positive reputation and commitment to the community • Demolition would begin in the Autumn • Construction would begin in April with an anticipated completion date of September 2023. • The contract is a guaranteed maximum price with a cost savings awarded to the general contractor if completed under the \$1, 000,000 contract value • The project can be completed on time and under budget
		<u>Cons</u>	<ul style="list-style-type: none"> • Only one proposal has been received • After receiving higher estimates throughout the design process, Staff have concerns about possible cost overruns from the general contractor
		<u>Implications</u>	<ul style="list-style-type: none"> • Contract proposal received is within the project budget and maintains a contingency
B	Direct Staff to reissue the Request for Proposals	<u>Pros</u>	<ul style="list-style-type: none"> • An opportunity to receive more proposals and potential to improve schedule and costs
		<u>Cons</u>	<ul style="list-style-type: none"> • Reissuance of RFP doesn’t guarantee different results
		<u>Implications</u>	<ul style="list-style-type: none"> • Lost Staff time
		<u>Suggested Motion</u>	<p>THAT Council direct Staff to reissue a request for proposal for the redevelopment of the Amphitrite lighthouse keeper’s residence.</p>

C	Do not proceed with the contract	<u>Pros</u>	<ul style="list-style-type: none"> Staff time would be saved not managing the remainder of the project and could focus on other priorities
		<u>Cons</u>	<ul style="list-style-type: none"> ICIP Grant would be forfeited Designated RMI funds may be forfeited
		<u>Implications</u>	<ul style="list-style-type: none"> Lost Staff time developing project Lost resources spent developing project
		<u>Suggested Motion</u>	No motion is required

POLICY OR LEGISLATIVE IMPACTS:

- Procurement and Disposal Policy No 3-1200-5 requires Council approval on contracts above \$100,000

NEXT STEPS

- Award the contract to Saltwater Building Co
- Value engineering exercise with the architect and general contractor to identify high-quality cost savings opportunities on construction methods and materials
- Demolition of the house in the Autumn
- Contract transfer from CCDC 5B to 2
- General contractor prepares for construction in the Spring

Respectfully submitted:

**JAMES MACINTOSH, DIRECTOR OF ENGINEERING SERVICES
DUANE LAWRENCE, CAO**

APPENDIX A – Project Dates, Finances, and Council Report(s) Log

Project Dates and Finances

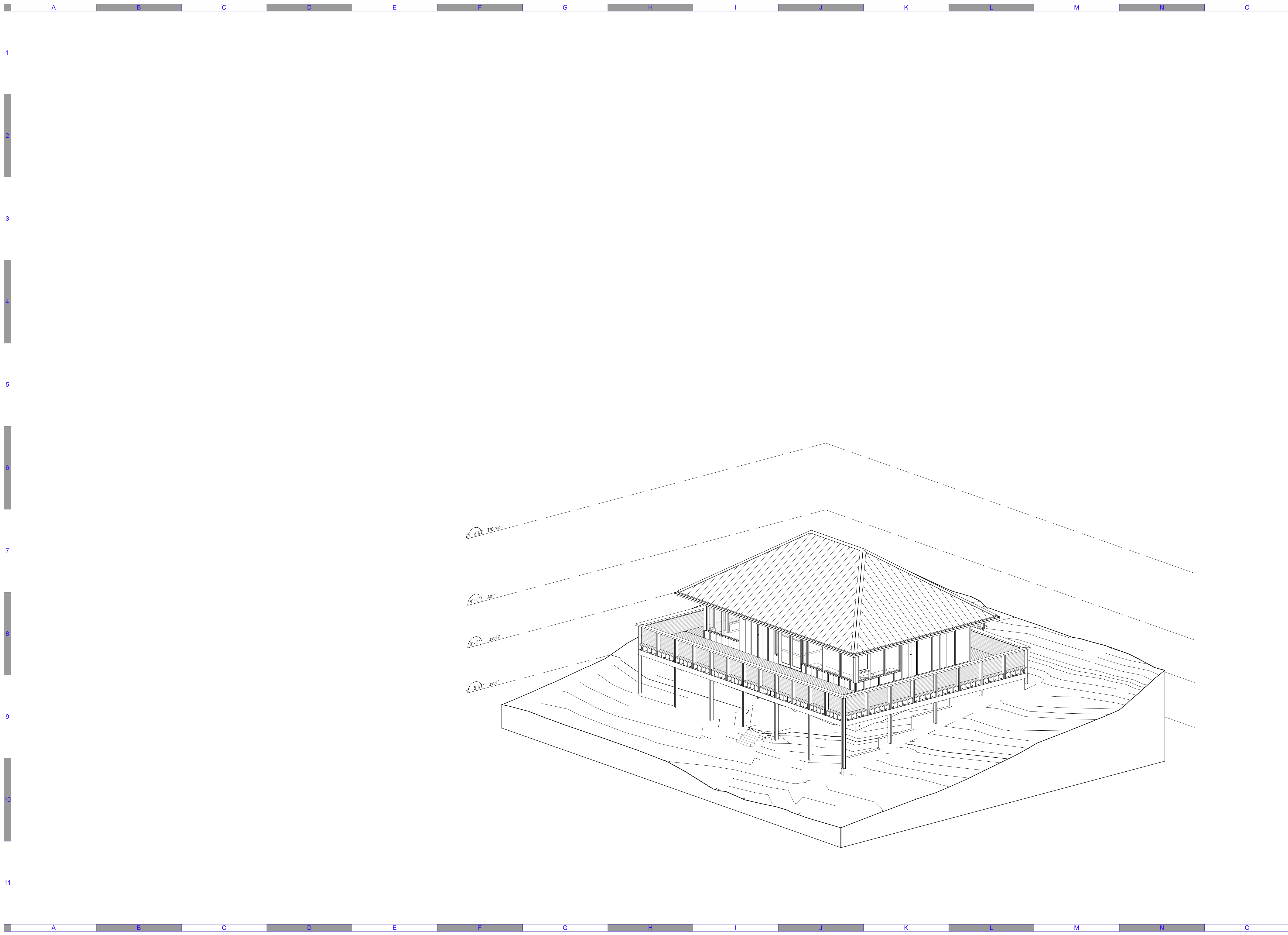
Project Title	<ul style="list-style-type: none"> Amphitrite Lightkeeper’s House and Grounds
Schedule	<ul style="list-style-type: none"> December 2018 – January 2021 – Initiation January 2021 – July 2022 – Design phase August 2022 – Construction contract award (pending approval) December 2023 – Substantial completion March 2024 – Grant deadline close
Project Figures	<ul style="list-style-type: none"> \$998,000 – ICIP Grant \$362,962 – RMI Funds \$1,360,962 – Original budget \$331,200 – Additional RMI funds added <u>\$1,692,000 – Total new budget</u> \$-337,000 – Professional Consulting fees (at completion) \$-1,000,000 – Construction contract estimate, Canadian Construction Document Committee CCDC 5B Construction Management (Pending Council approval) \$355,000 – Contingency (remaining funds)
Project Team	<ul style="list-style-type: none"> Urban Systems Public Architecture Saltwater Developments (Pending Council approval)

Council Report(s) Project Log

The history of project milestones which has led the District to the opportunity today:

- December 2018 – Architect Murdoch de Greeff prepared a feasibility study, concept design, community engagement session and cost estimate. The project is estimated at \$1,360,800.
- January 22, 2019 – Council directs Staff to submit a grant application for \$998,000 to the Investing in Canada Infrastructure Program (ICIP) – Community, Culture, and Recreation Program Funding and allocate \$362,926 from Resort Municipal Investing (RMI).
- January 26, 2021 – Council received the first project quarterly report, informing that a consultant, Urban Systems, had been hired, and additional professional service providers such as architect and surveyor were being procured.
- July 13, 2021 – District Staff provide Council with design options and cost implications and Council choose option C.

- A. Retain and renovate the existing structure (\$2,858,000)
 - B. Demolish and replace the existing structure (\$2,579,000)
 - C. Retain foundation, demolish and build new main floor, leave the basement undeveloped (\$1,831,000)
- August 17, 2021 – Council receives an update and information on the Amphitrite House project based on the schematic design package prepared by the consulting team.
 - April 12, 2022 – Council receives the fully designed house and landscape along with a new cost estimate of \$2,100,000. Council is provided three options to move the project forward and choose option A.
 - A. Separate the project into two phases, structure and landscape, and approve additional Resort Municipality Funds
 - B. Retain the full scope of works and increase the budget using Barkley Forest Reserve and RMI
 - C. Reduce the scope and proceed without additional funding
 - June 15, 2022 – District Staff prepare a Request for Proposal for the construction phase of the scope of work and publish to BC Bids. A site information meeting was held with low attendance and at that time Staff decide to extend the project opening to encourage proponents' participation and provide more time for estimating. Eight proponents initially showed interest in the opportunity and one formal proposal had been received by Saltwater Developments.
 - September 20, 2022 – District Staff ask for Council's consideration and approval of a \$1,000,000 CCDC 5B contract to be awarded to Saltwater Developments for the construction of the house and grounds.



ATTENTION
 This drawing is prepared for the sole use of DISTRICT OF UCLUELET
 No representations of any kind are made by Urban Systems Ltd. or its employees to any party with whom Urban Systems Ltd. does not have a contract.

WARNING
 Utilities or structures shown on this drawing were compiled from information supplied by various parties and may not be complete or accurate. Expose and conclusively confirm the location in the field all underground utilities and structures indicated on this drawing. All underground utilities in the area of the proposed work and any utilities or structures reasonably apparent from an inspection of the proposed work. Urban Systems Ltd. assumes no responsibility for loss or damage caused by third party negligence or failure to comply with the above.

SURVEY INFORMATION
 PREPARED BY:
 COORD SYST:
 SURVEY DATE:

urbansystems.ca

Professional Seals

public

1495 FRANCES ST
 VANCOUVER BC V6L 1Z1
 TEL 604 738 4323
 WWW.PUBLICDESIGN.CA

#	Date	Issue / Revision	App
A	July 26, 2021	Issue for Class C Costing	
B	Feb 7, 2022	Issue for Class B Costing	
D	Jun 10, 2022	Issue for tender	

**URBAN
 SYSTEMS**

Scale
 Quality Control by: BW
 Designed by: BW
 Drawn by: SM

Amphitrite House
 Cover sheet

Sheet Number	Project Number	Drawing Number	Revision
	2110	A0.00	D

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1															
2															
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6															
7															
8															
9															
10															
11															

Legal description

Address: 954 COAST GUARD RD
 PID: 030104009
 Legal Text: Block B, District Lot 1517, Clayoquot Land District, & DL 1507

Building code summary

Regulated by: BCBC 2018, Part 3
 Major occupancy: Group A, Division 2
 Building area: 2481 ft² / 230.6m²
 No. of storeys: 2
 Building height: 6.4m
 Streets/access routes: 1 road
 Building classification(3.2.2.25): Group A, Division 2, up to 2 Storeys
 Sprinkler system(3.2.4.1): No
 Standpipe: No
 Fire alarm(3.2.4.1): No
 High building: No
 Permitted construction(3.2.2.25): Combustible
 Mezzanine area: 0
 Occupant load(3.1.17.1): 230.6m² / 1.2m² pp = 234pp
 Hazardous substances: Refer to Hazardous Materials Report

Project team

Client
 James Macintosh
 District of Ucluelet
 200 Main Street
 Ucluelet, BC, V0R 3A0
 T: (250) 726-7744
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Drawing list

Sheets - architectural		Sheets - architectural demolition	
A0.0 - General		AD1.0 - Floor and ceiling plans	
A0.00	Cover sheet	AD1.01	Demolition plans
A0.01	Project information and drawing list		
A0.02	Legends and Schedules	AD3.0 - Sections	
A0.03	Assemblies	AD3.01	Demolition Sections
A0.04	Washroom accessibility requirements	AD3.02	Demolition sections
A0.10	Site plan		
A0.11	Context plan		
A1.0 - Floor and ceiling plans			
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A1.02	Floor plan - L2		
A1.03	Floor plan - Roof		
A1.10	RCP - L1		
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A3.0 - Sections			
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A4.01	Enlarged floor plan - L2		
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A4.03	Enlarged exterior elevations		
A5.0 - Details			
A5.01	Guard details - ext		
A5.02	Guard details - ext		
A5.10	Plan details - ext		
A5.11	Plan details - int		
A5.20	Section details - ext		
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A5.22	Section details - int		
A6.0 - Schedules			
A6.01	Door and frame schedule		
A6.10	Window schedule		
A7.0 - Vertical circulation			
A7.01	Stair #1		
A8.0 - Casework			
A8.01	Casework		
A8.02	Casework		
A8.03	Casework		

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URBAN SYSTEMS

Scale

Quality Control by: BW
 Designed by: BW
 Drawn by: SM

Amphitrite House
 Project information and drawing list

Sheet Number	Project Number	Drawing Number	Revision
	2110	A0.01	D

Room finish schedule

Room number	Name	Floor finish	Base finish				Wall finish				Ceiling finish	Comments
			North	East	South	West	North	East	South	West		
101	Storage rm	N/A	N/A	N/A	N/A	PT.WH	PT.WH	PT.WH	PT.WH	PT.WH		
102	Service rm	N/A	N/A	N/A	N/A	PT.WH	PT.WH	PT.WH	PT.WH	PT.WH		
103	Inaccessible space	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		
105	Stair	N/A	N/A	N/A	N/A	PT.WH	PT.WH	PT.WH	PT.WH	PT.WH		
201	Multi-purpose rm	RES	WDT3	WDT3	WDT3	PT.WH	PT.WH	PT.WH	PT.WH	PT.WH		
202	Barista bar	RES	WDT3	WDT3	WDT3	PT.WH	PT	PT.WH	PT.WH	PT.WH		
203	Universal W/C	RES	WDT3	WDT3	WDT3	PT.WH	PT	PT.WH	PT.WH	PT.WH		
204	Gender neutral W/C	RES	WDT3	WDT3	WDT3	PT.WH	PT	PT.WH	PT.WH	PT.WH		
205	Stair	N/A	N/A	WDT3	N/A	N/A	PT.WH	PT	PT.WH	PT.WH		

Specialty equipment schedule

Specialty Equipment Schedule							
Mark	Model	Manufacturer	Description	Volts	Supplied by	Installed by	
SE 01	Mini	Mazzer	Small espresso grinder	100-120V	Owner	Owner	
SE 02	Knock Chute	Espresso Supply	Built-in knock box chute		Contractor	Contractor	
SE 03	2026696	Rubbermaid	Slim Jim 13gal under counter container		Owner	Owner	
SE 04	ROTARY VANE PUMP MOTOR - STANDARD 230V MOTOR	Espresso Parts	Espresso machine pump	230V	Owner	Owner	
SE 05			Cup Dispenser		Owner	Owner	
SE 06	Linea PB	La Marzocco	Espresso station	208-240V	Owner	Owner	
SE 07	EPPR724	Espresso Parts	Pitcher rinser		Contractor	Contractor	
SE 08	TUC-48G-LP-HC-FGD01	TRUE	LOW PROFILE GLASS DOOR REFRIGERATOR WITH HYDROCARBON REFRIGERANT-FRAMED GLASS DOOR VERSION 01	115V	Owner	Owner	
SE 09	FETCO A150	FETCO	Coffee pot		Owner	Owner	
SE 10	Ice Machine C-80BAJ-AD	Hoshizaki	Undercounter ice machine	115V	Owner	Owner	
SE 11	Jet Tech EV18	Jet Tech	High Temperature Undercounter Dishwasher	208-240V	Contractor	Contractor	

Keystone legend

Keystone	Description
AD	Access door - see mech
Baseboard	
GDS1	Roof gutter and leader assembly
GDS1.1	Clamp brackets
JS2	Rigid joint sealants
LAV	Lavatory - see mech
LT	See electrical
MWB1.1	Base cabinet - 1 door, 1 adjustable shelf
MWB2.05	Base cabinet - 2 doors, prepped for sink
MWC1	Bench
MWFP	Filler panel
MWW2.2	Wall cabinet - 2 doors, 2 adjustable shelves
WC	Water closet - see mech
WCA1	Toilet tissue dispenser
WCA1.2	Toilet tissue dispenser - double
WCA6	Soap dispenser
WCA8	Feminine napkin disposal bin
WCA10	Hand dryer
WCA16.H30	Grab bar - 90-degree two wall - 760 x 760mm [30 x 30"]
WCA16.S24	Grab bar - straight - 610mm [24"]
WCA21	Deodorant block holders
WCA25	Mirror
WCA26	Shelf
WCA27	Diaper changing station
WCA41	Sharps disposal

Equipment legend

- duplex receptacle - see electrical
- fourplex receptacle - see electrical
- single pole switch - see electrical
- occupancy sensor - see electrical
- vacancy sensor - see electrical
- exit sign - see electrical
- fire alarm pull station - see electrical
- fire alarm gong/speaker - see electrical
- smoke alarm - see electrical
- smoke detector - see electrical
- floor box - see electrical
- linear light - see electrical
- pot light - see electrical
- supply air - see mechanical
- return air - see mechanical
- exhaust air - see mechanical
- supply air, wall-mounted - see mechanical
- return air, wall-mounted - see mechanical
- ceiling-mounted sprinkler - see mechanical
- wall-mounted sprinkler - see mechanical
- thermostat - see mechanical
- floor drain - see mechanical
- camera - see security
- WAP - see communications

Graphic legend

- north arrow
- grid line identification
- LEVEL NAME 1000 elevation relative to main floor
- drawing number and sheet number section reference
- ROOM NAME 202 room tag
- 222m2 area
- D222b door tag / refer to schedule
- W2 window tag / refer to schedule
- XXX assembly tag / refer to assembly schedule
- ceiling elevation
- centre line
- existing construction to remain
- existing construction to be demolished
- new construction
- 0hr fire separation
- 3/4hr fire separation

Abbreviation legend

- aff = above finished floor
- cl = centre line
- c/w = complete with
- eq = equal
- exist = existing
- ext = exterior
- int = interior
- max = maximum
- min = minimum
- na = not applicable
- nic = not in contract
- oc = on centre
- osci = owner supplied contractor installed
- osoi = owner supplied owner installed
- rec = recessed
- reqd = required
- rm = room
- sim = similar
- time = to match existing
- t/o = top of
- typ = typical
- uno = unless noted otherwise
- u/s = underside
- wf = verify in field
- w/ = with

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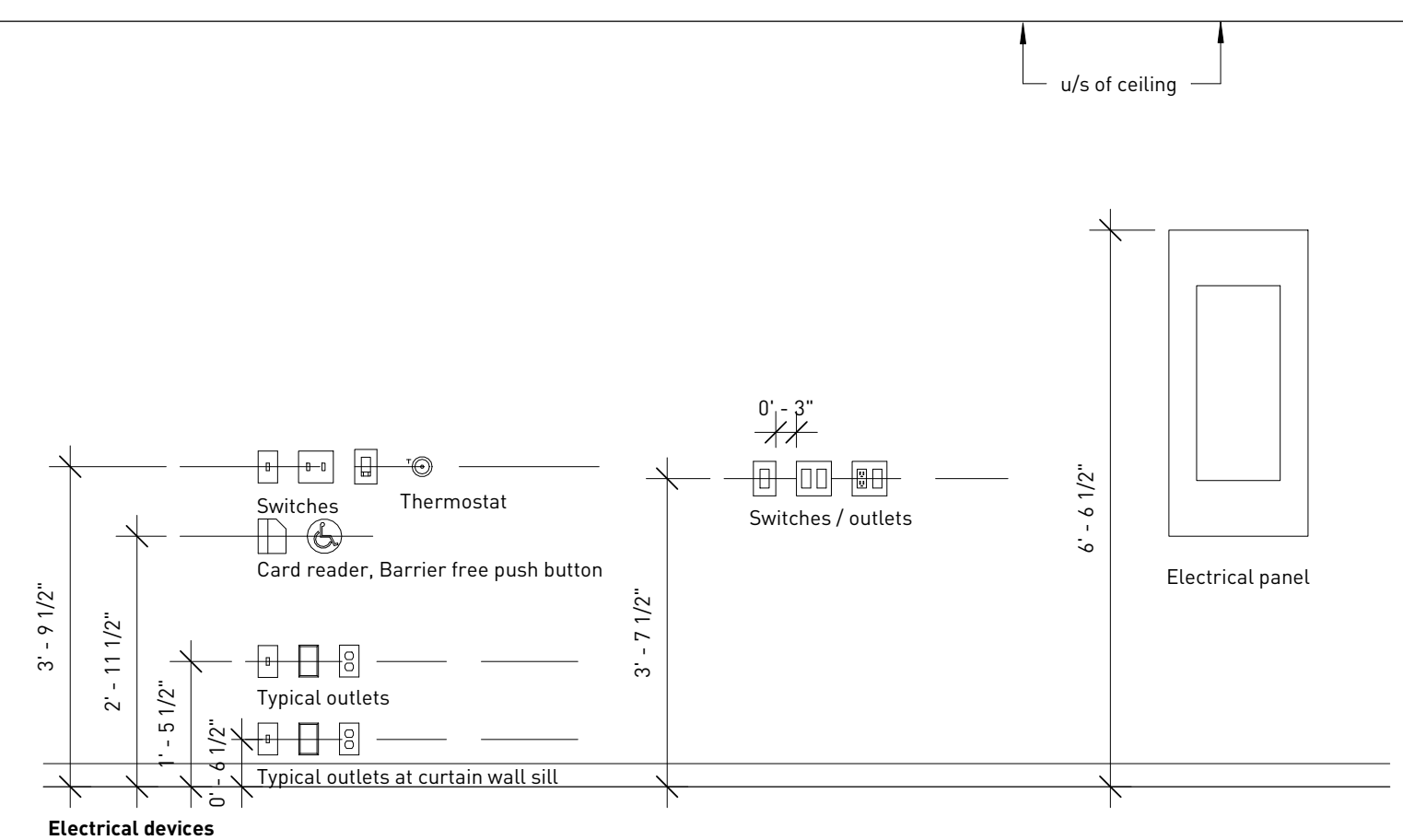
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Typical mounting heights



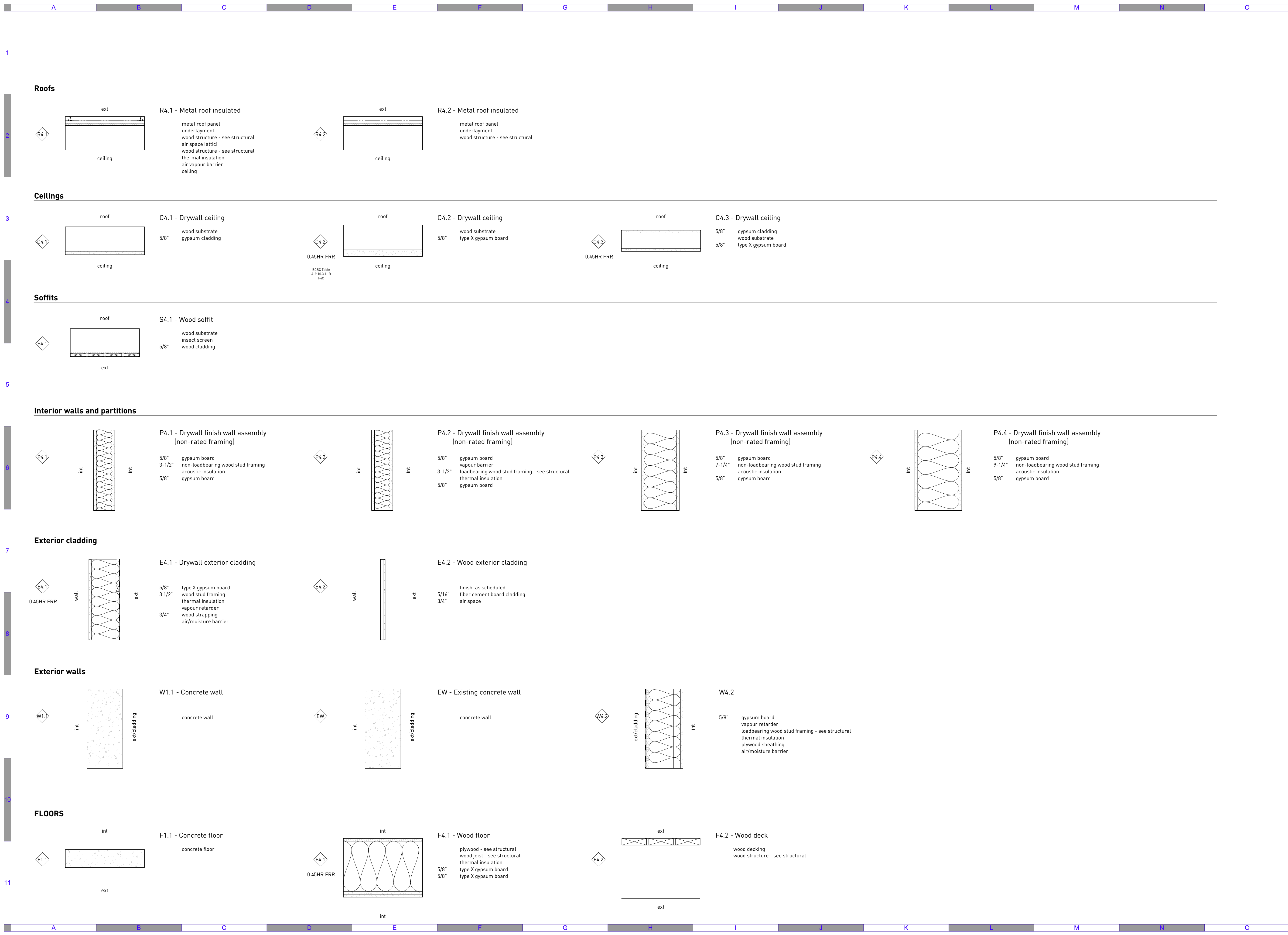
Typical mounting heights
1 : 25

URBAN SYSTEMS

Scale
As indicated
Quality Control by BW
Designed by BW
Drawn by SM

Amphitrite House
Legends and Schedules

Sheet Number	Project Number	Drawing Number	Revision
	2110	A0.02	D



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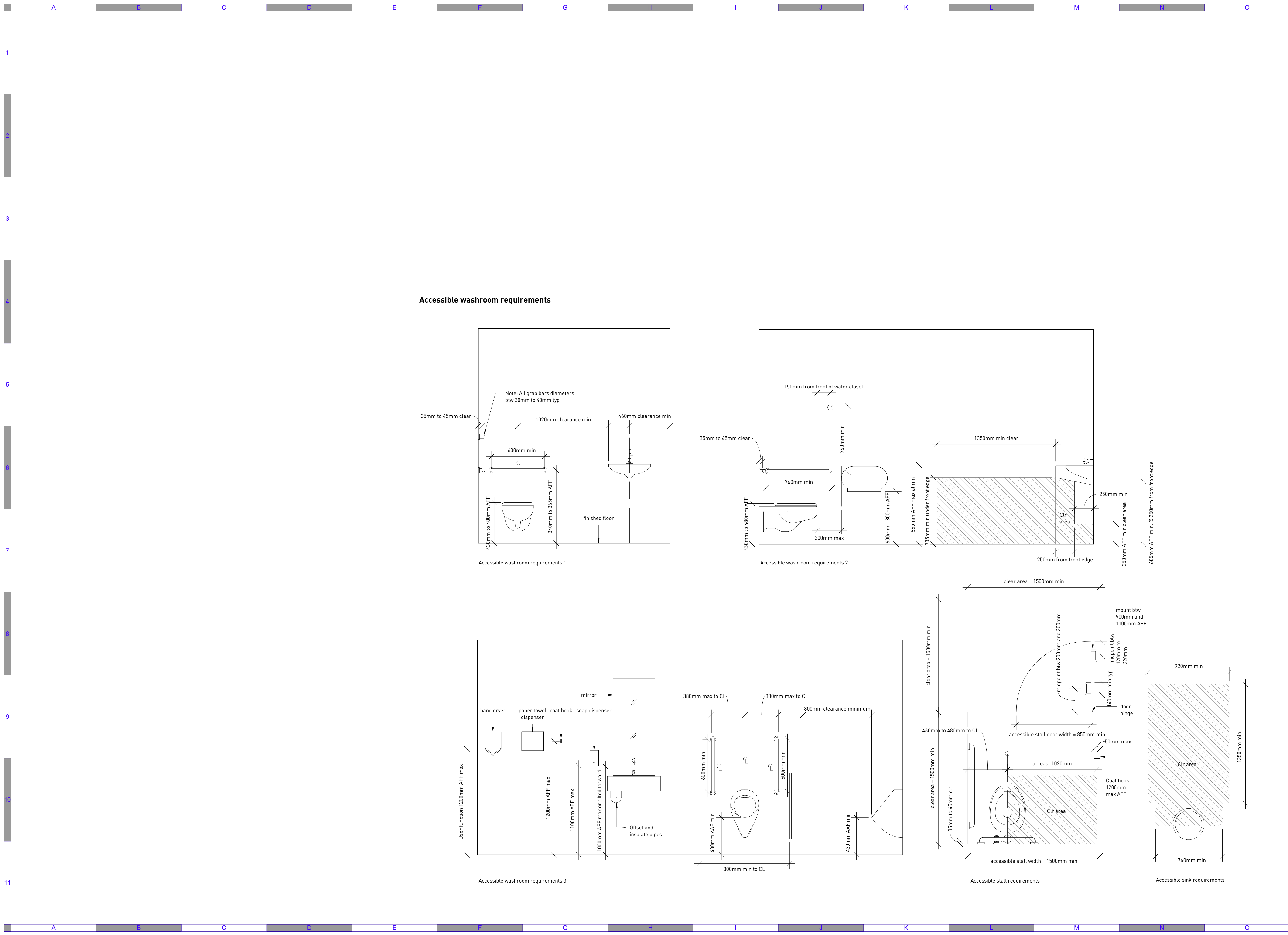
Scale
 1 : 10

Quality Control by **BW**
 Designed by **BW**
 Drawn by **SM**

Amphitrite House

Assemblies

Sheet Number
 Project Number **2110** Drawing Number **A0.03** Revision **D**



Accessible washroom requirements

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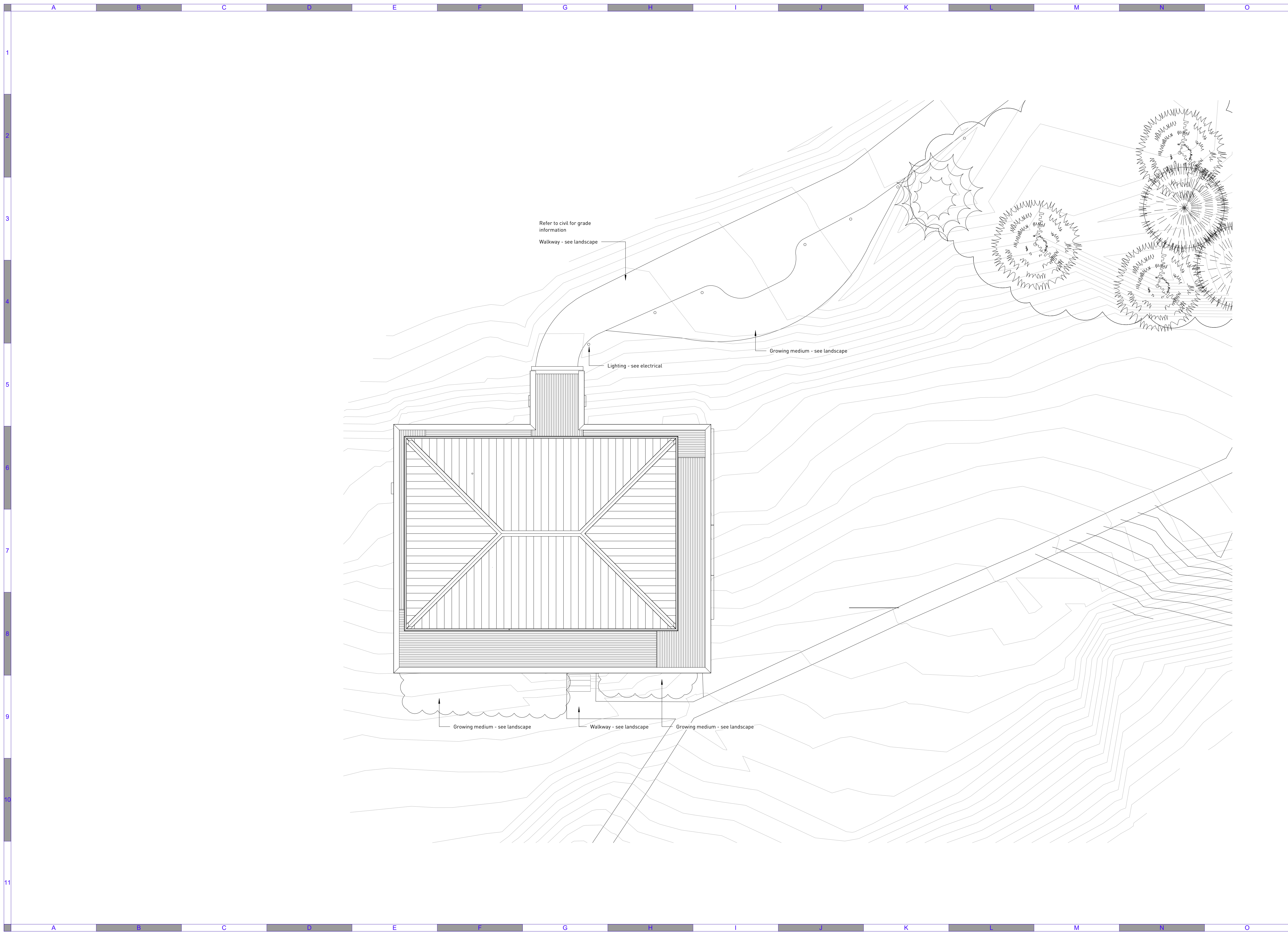
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Scale
1 : 20

Quality Control by BW
Designed by BW
Drawn by SM

Amphitrite House
Washroom accessibility requirements

Sheet Number	Project Number	Drawing Number	Revision
	2110	A0.04	D



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Scale
 1/8" = 1'-0"

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Amphitrite House
 Site plan

Sheet Number	Project Number	Drawing Number	Revision
	2110	A0.10	D



1 Context plan
 1/A2.01 1" = 40'-0"

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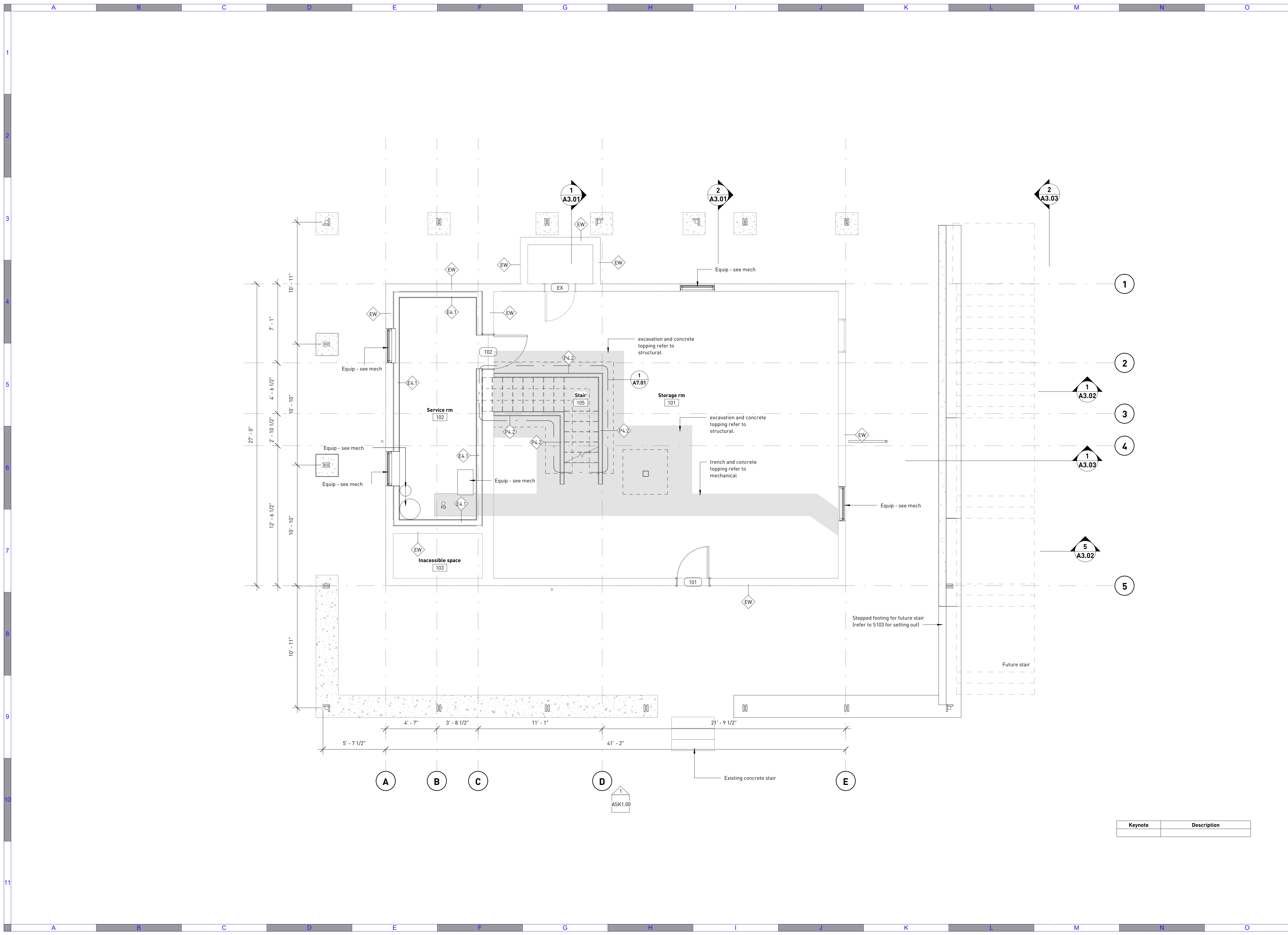
Scale
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Context plan

Sheet Number	Project Number	Drawing Number	Revision
1	2110	A0.11	D



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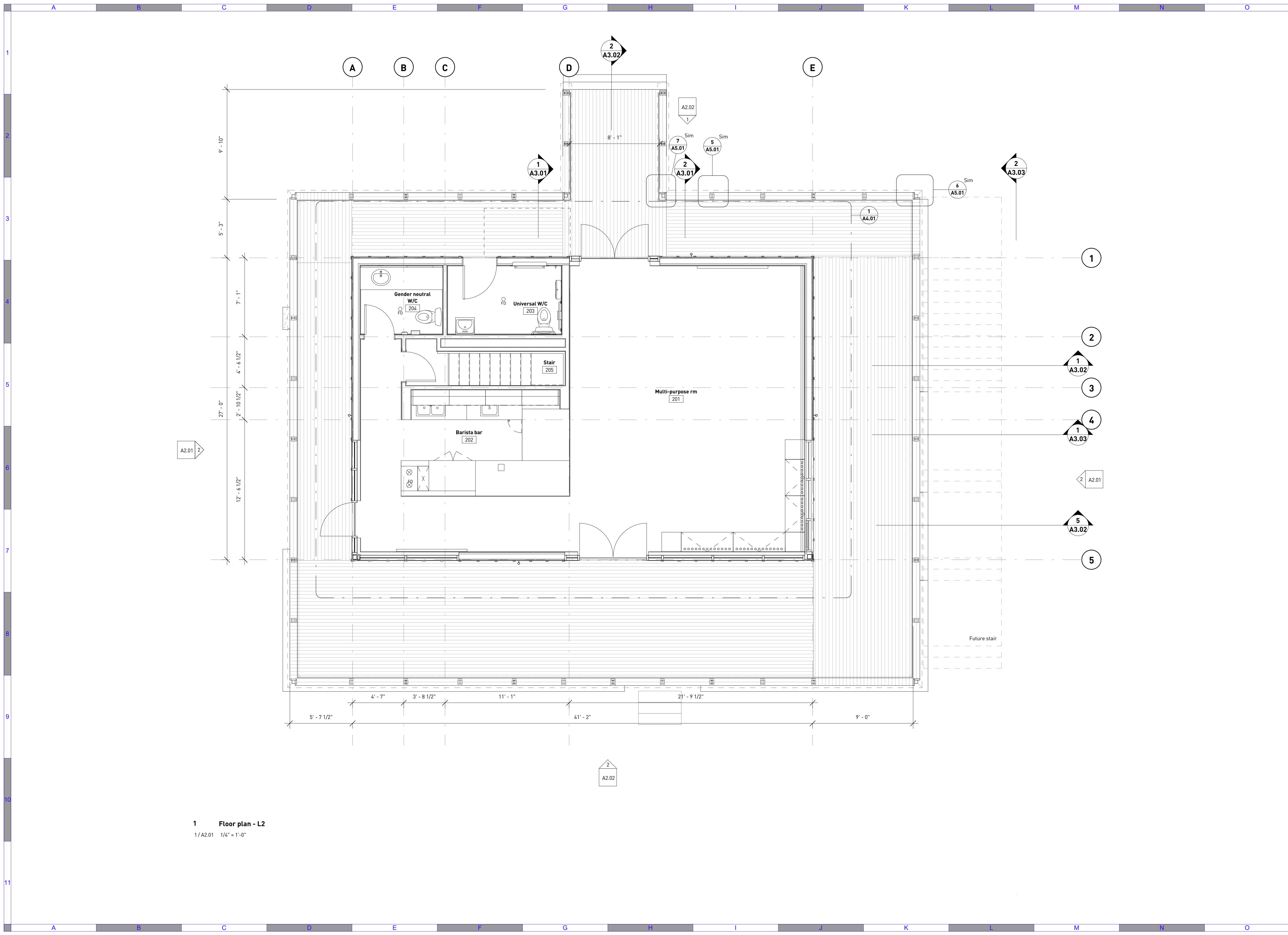
Scale
 1/4" = 1'-0"

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 Drawn by: SM

Amphitrite House
 Floor plan - L1

Sheet Number	Project Number	Drawing Number	Revision
	2110	A1.01	D

Keynote	Description



1 Floor plan - L2
1/A2.01 1/4" = 1'-0"

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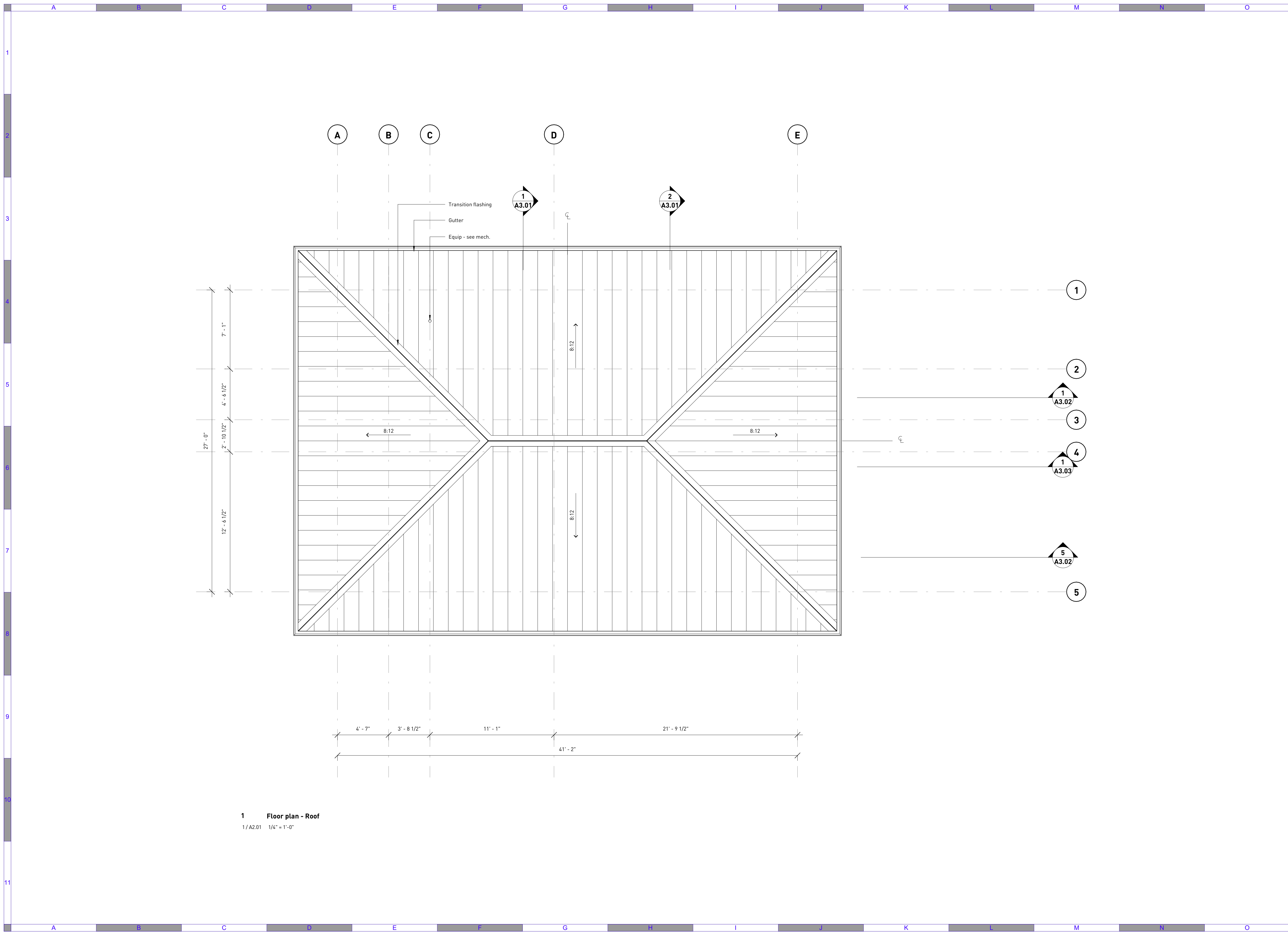
Scale
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Floor plan - L2

Sheet Number	Project Number	Drawing Number	Revision
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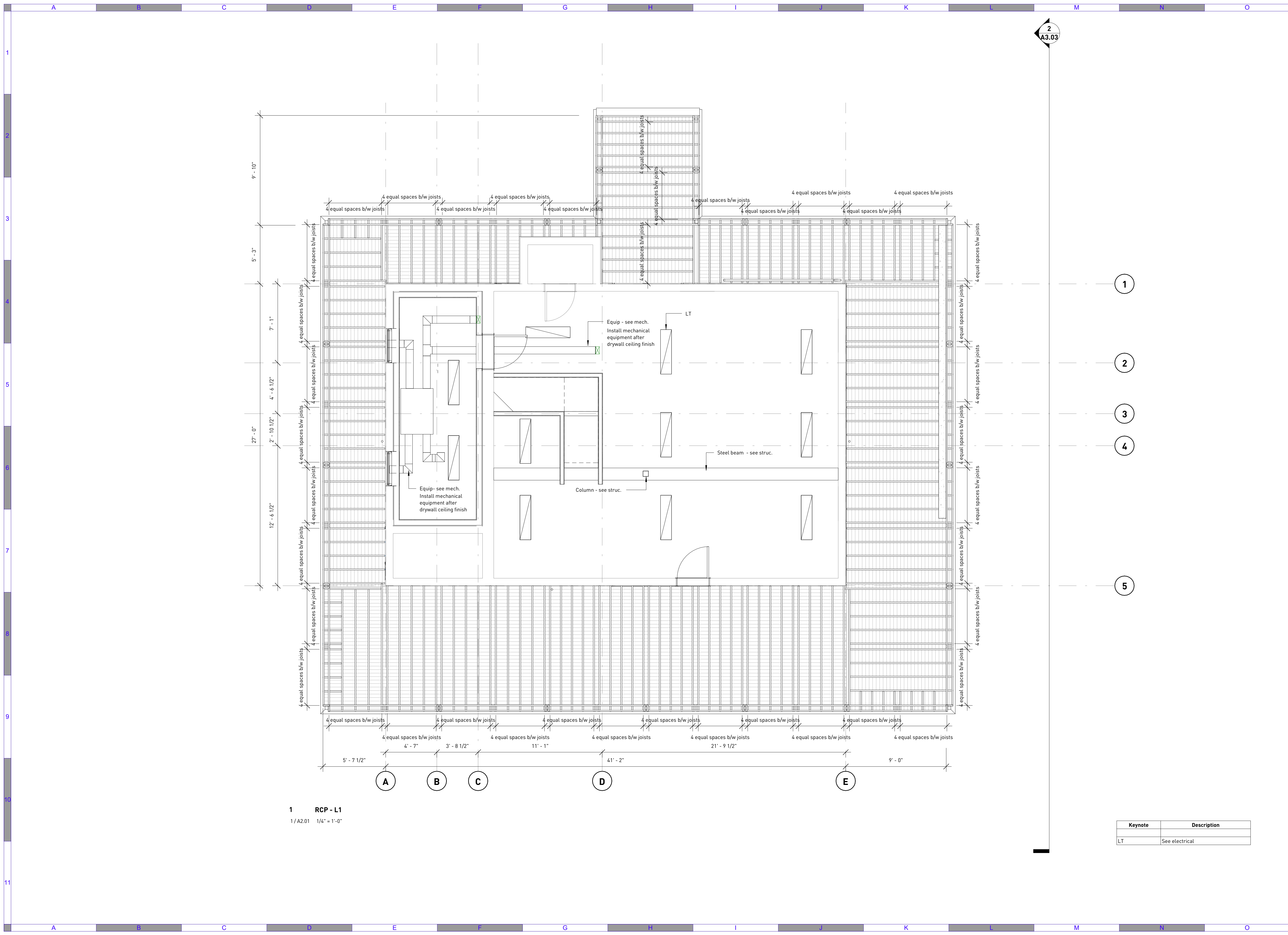
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Scale
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Amphitrite House
 Floor plan - Roof

Sheet Number	Project Number	Drawing Number	Revision
	2110	A1.03	D



1 RCP - L1
1/A2.01 1/4" = 1'-0"

Keynote	Description
LT	See electrical

2
A3.03

1

2

3

4

5

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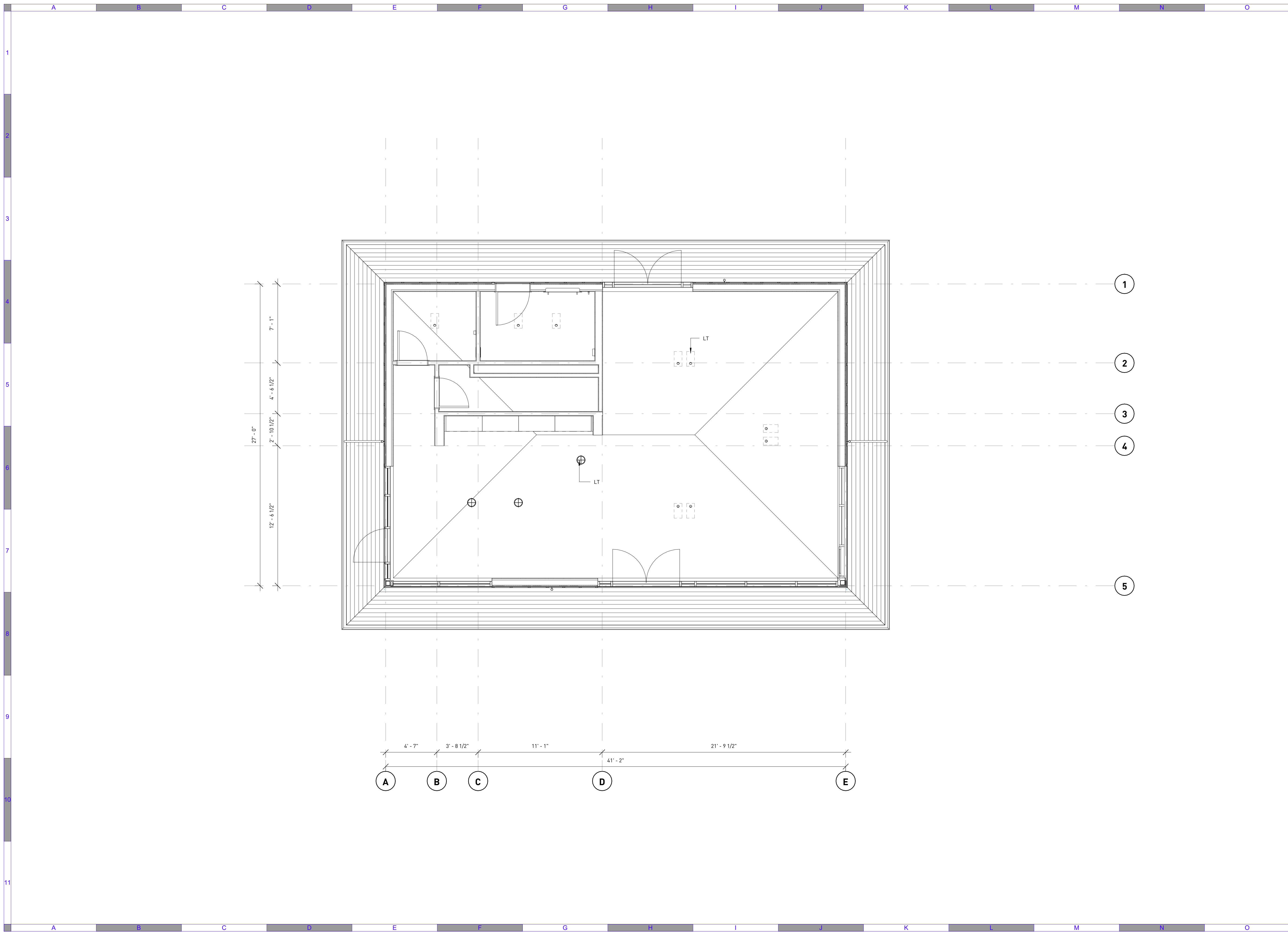
Scale
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Amphitrite House

RCP - L1

Sheet Number	Project Number	Drawing Number	Revision
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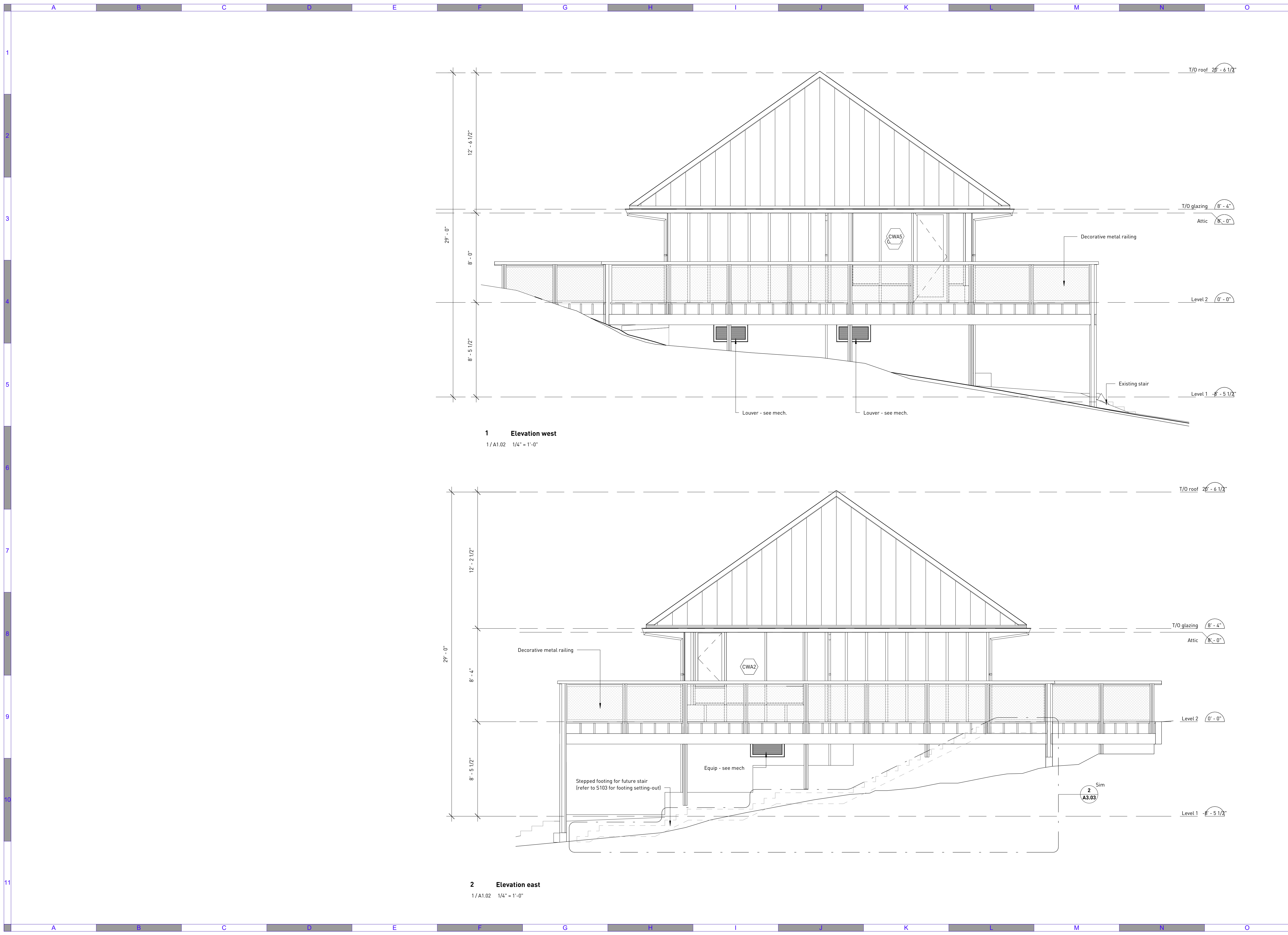
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Scale
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 Designed by: BW
 Drawn by: SM

Amphitrite House
 RCP - L2

Sheet Number	Project Number	Drawing Number	Revision
	2110	A1.11	D



1 Elevation west
1/A1.02 1/4" = 1'-0"

2 Elevation east
1/A1.02 1/4" = 1'-0"

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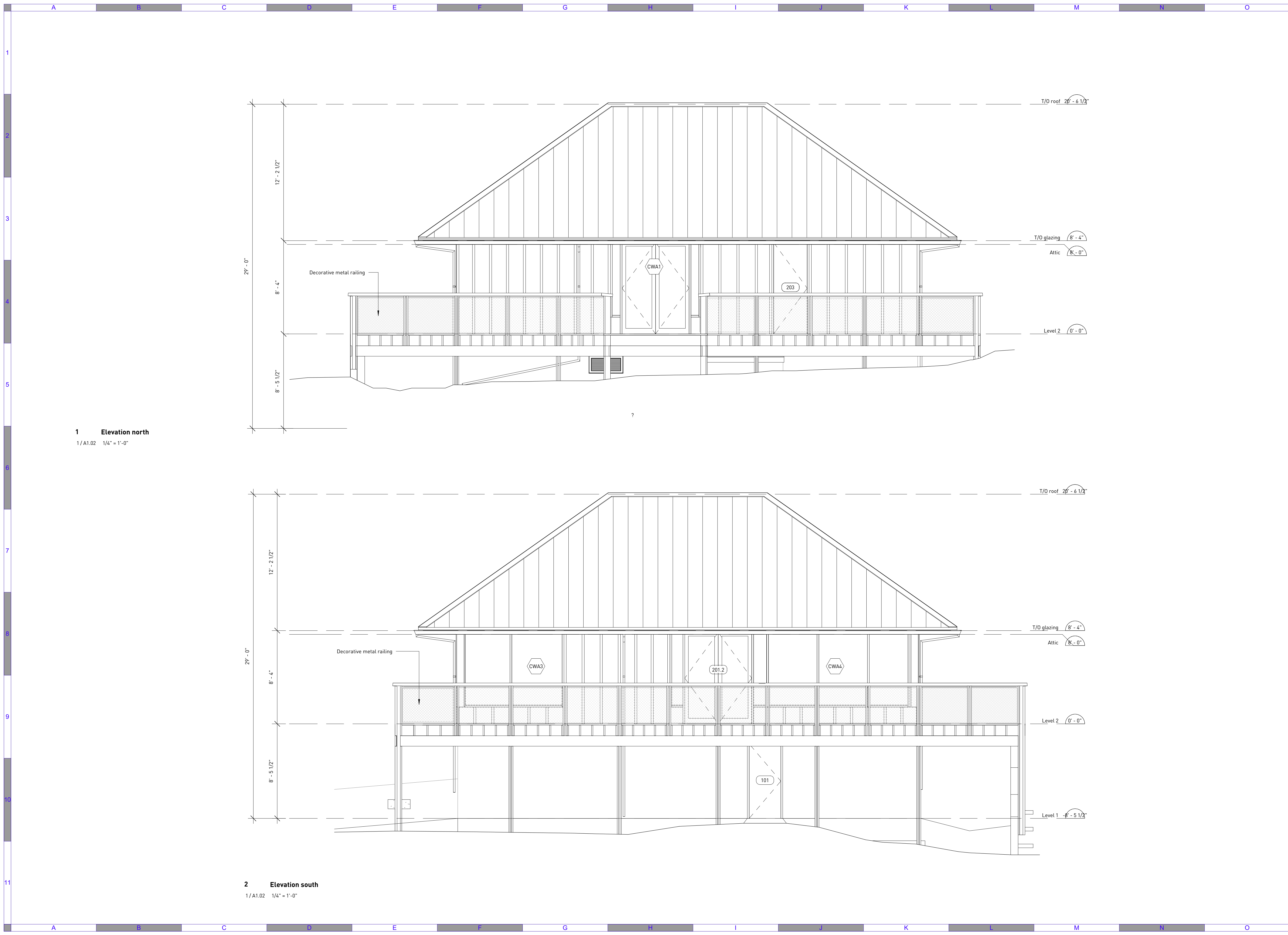
Scale
1/4" = 1'-0"

Quality Control by: BW
Designed by: BW
Drawn by: SM

Amphitrite House

Exterior elevations

Sheet Number	Project Number	Drawing Number	Revision
	2110	A2.01	D



1 Elevation north
1/A1.02 1/4" = 1'-0"

2 Elevation south
1/A1.02 1/4" = 1'-0"

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Scale
1/4" = 1'-0"

Quality Control by BW
Designed by BW
Drawn by SM

Amphitrite House

Exterior elevations

Sheet Number	Project Number	Drawing Number	Revision
	2110	A2.02	D

Keynote	Description
Baseboard	
LT	See electrical

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Scale
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Quality Control by BW
Designed by BW
Drawn by SM

Amphitrite House
Interior elevations

Sheet Number	Project Number	Drawing Number	Revision
	2110	A2.03	D

Keynote	Description
AD	Access door - see mech
Baseboard	
LT	See electrical
WC	Water closet - see mech
WCA1	Toilet tissue dispenser
WCA1.2	Toilet tissue dispenser - double
WCA6	Soap dispenser
WCA8	Feminine napkin disposal bin
WCA10	Hand dryer
WCA16.H30	Grab bar - 90-degree two wall - 760 x 760mm [30 x 30"]
WCA16.S24	Grab bar - straight - 610mm [24"]
WCA21	Deodorant block holders
WCA25	Mirror
WCA26	Shelf
WCA27	Diaper changing station
WCA41	Sharps disposal

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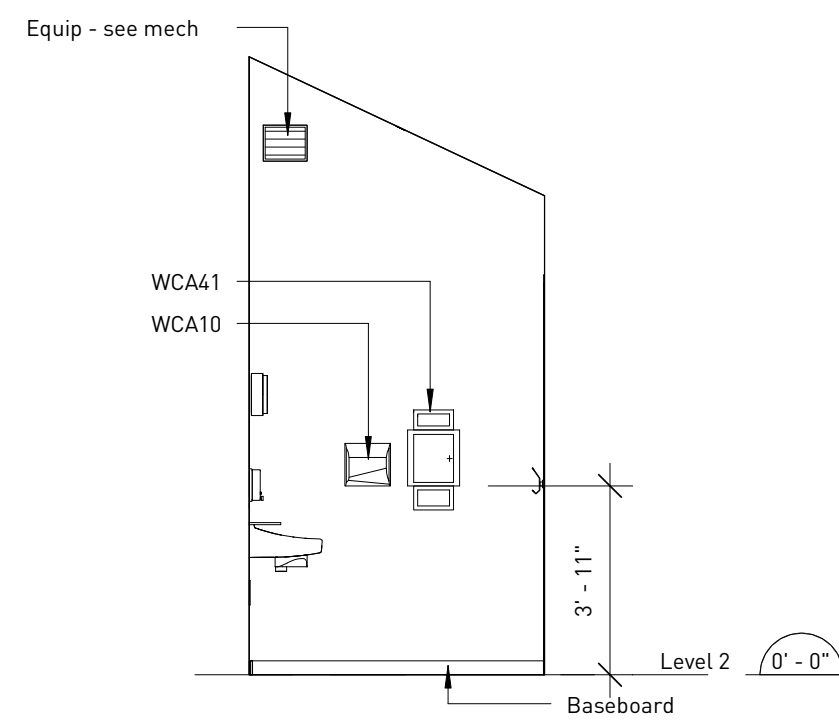
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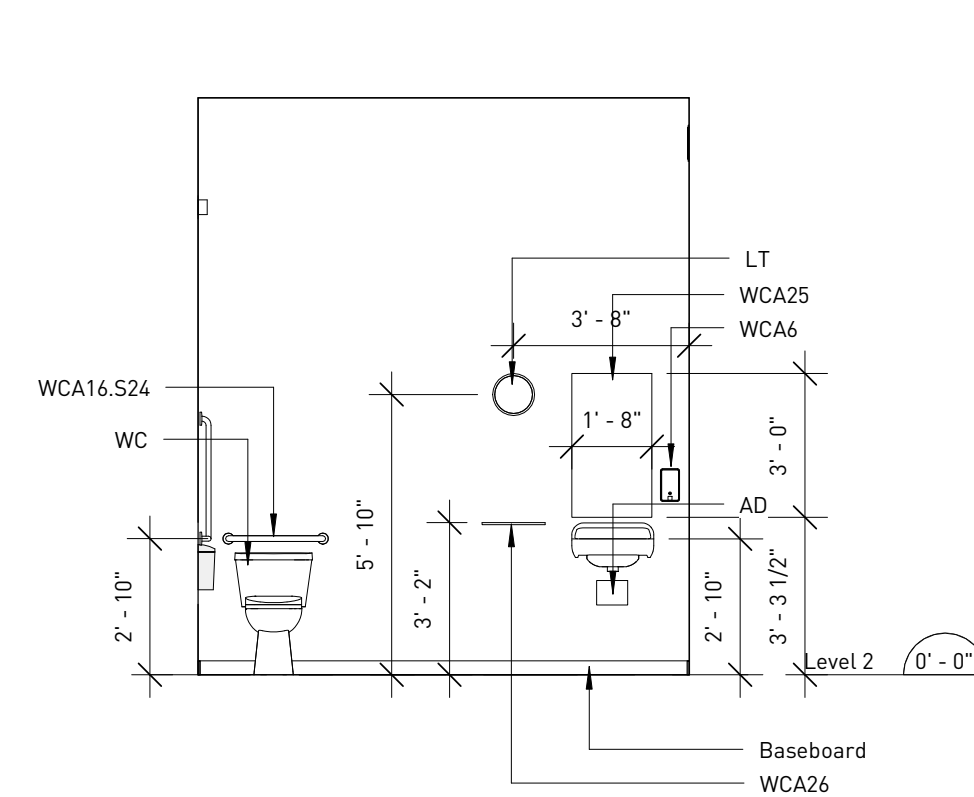
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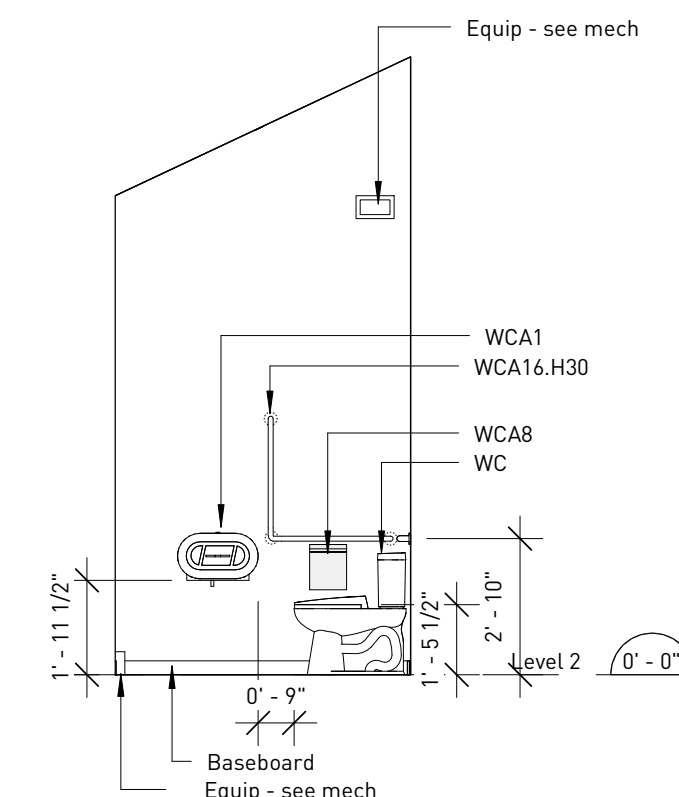
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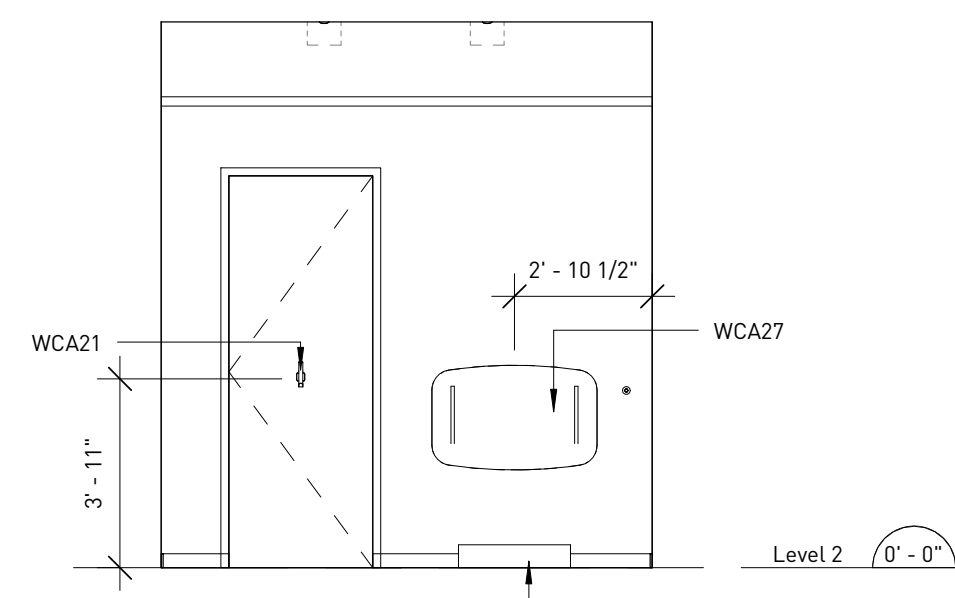
8 Interior elevation - universal W/C - ext - west
1/A4.01 1/4" = 1'-0"



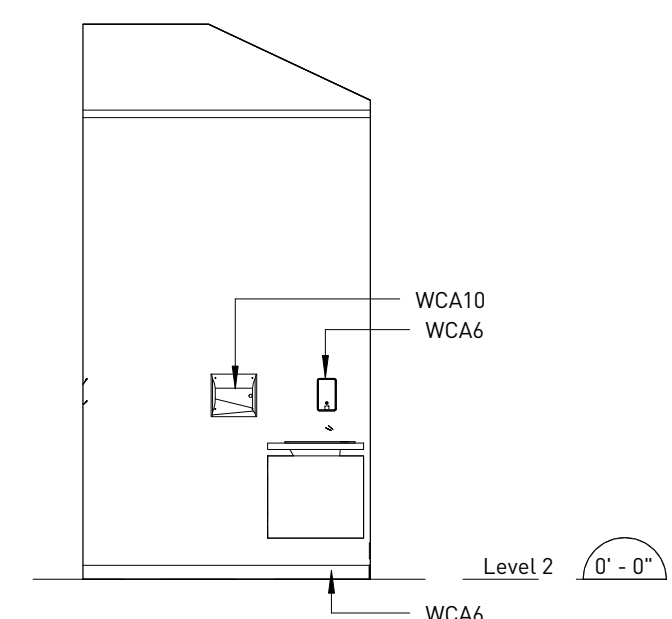
7 Interior elevation - universal W/C - ext - south
1/A4.01 1/4" = 1'-0"



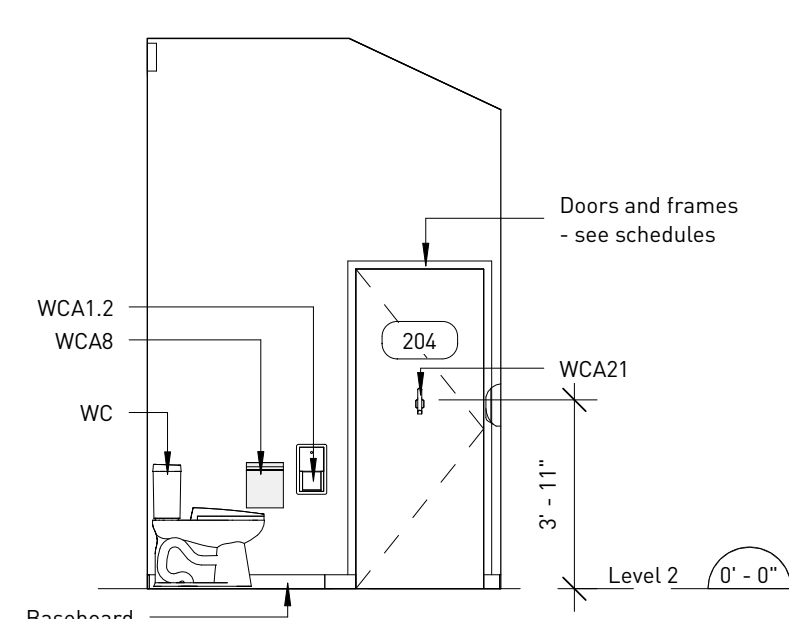
6 Interior elevation - universal W/C - ext - east
1/A4.01 1/4" = 1'-0"



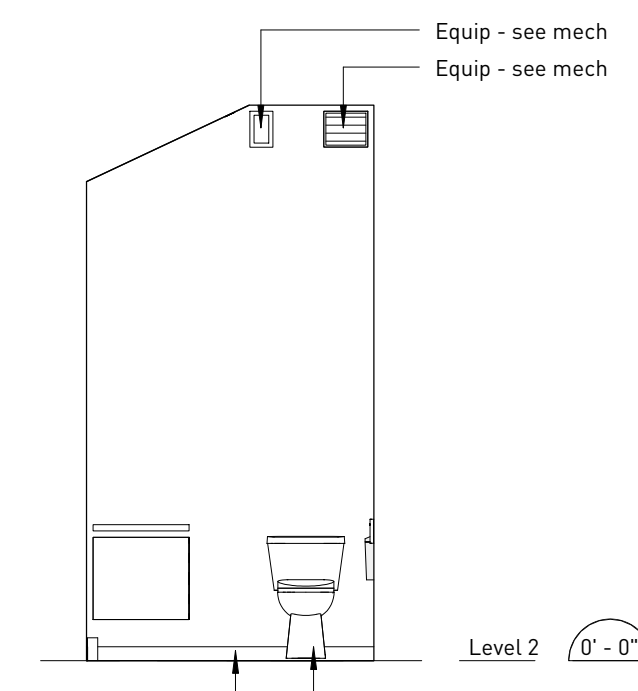
5 Interior elevation - universal W/C - ext - north
1/A4.01 1/4" = 1'-0"



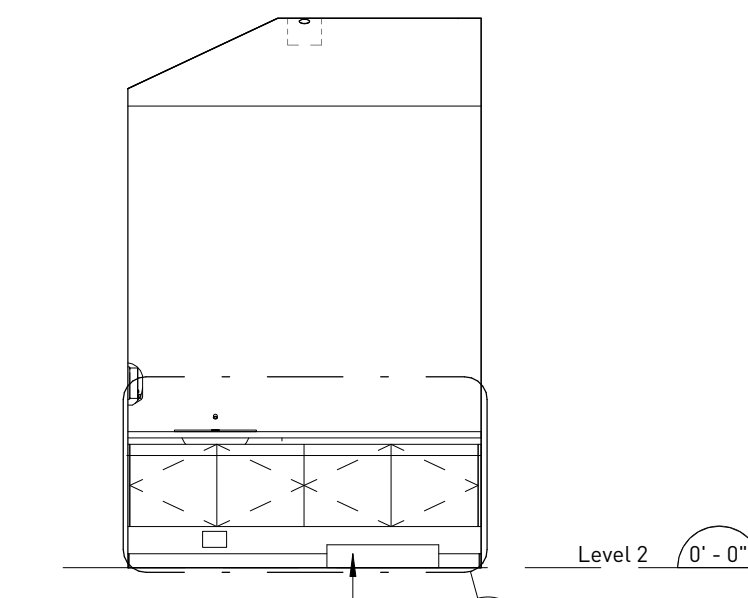
4 Interior elevation - universal W/C - int - west
1/A4.01 1/4" = 1'-0"



3 Interior elevation - universal W/C - int - south
1/A4.01 1/4" = 1'-0"



2 Interior elevation - universal W/C - int - east
1/A4.01 1/4" = 1'-0"



1 Interior elevation - universal W/C - int - north
1/A4.01 1/4" = 1'-0"

URBAN SYSTEMS

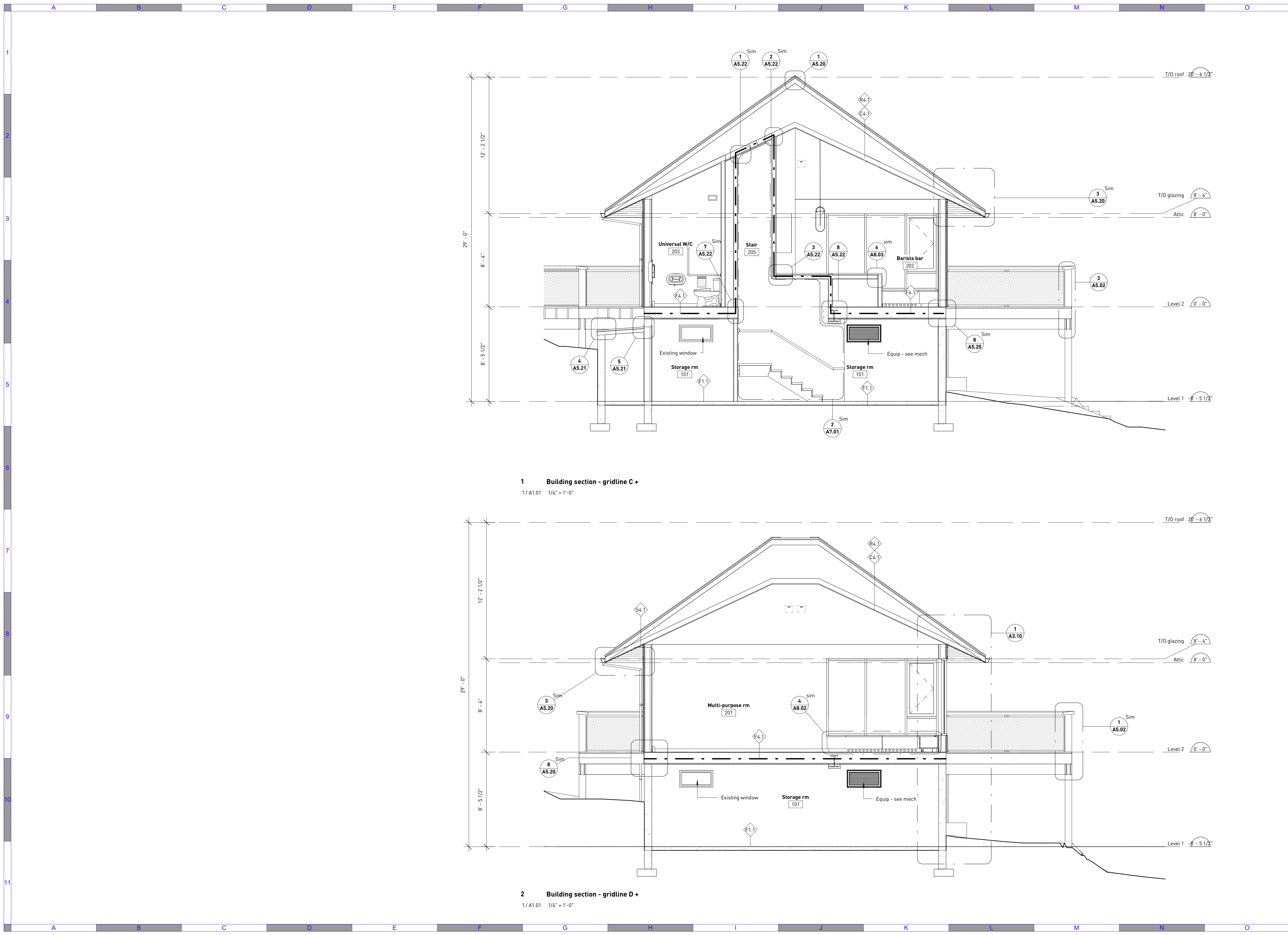
Scale
1/4" = 1'-0"

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Drawn by SM

Amhitrite House

Interior elevations

Sheet Number	Project Number	Drawing Number	Revision
2110	2110	A2.04	D



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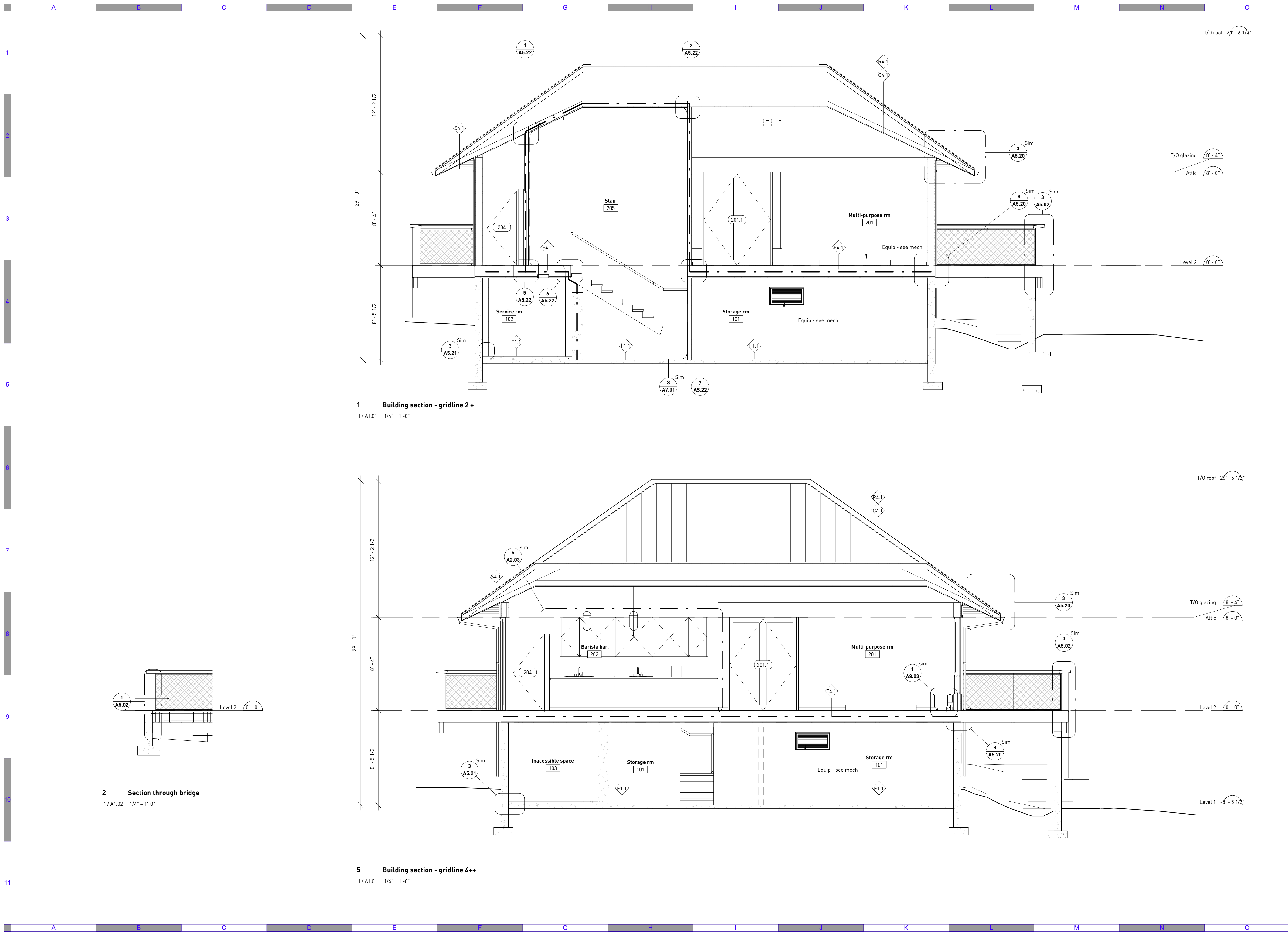
Scale
1/4" = 1'-0"

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Amphitrite House

Building sections

Sheet Number	Project Number	Drawing Number	Revision
	2110	A3.01	D



1 Building section - gridline 2+
1/A1.01 1/4" = 1'-0"

2 Section through bridge
1/A1.02 1/4" = 1'-0"

5 Building section - gridline 4++
1/A1.01 1/4" = 1'-0"

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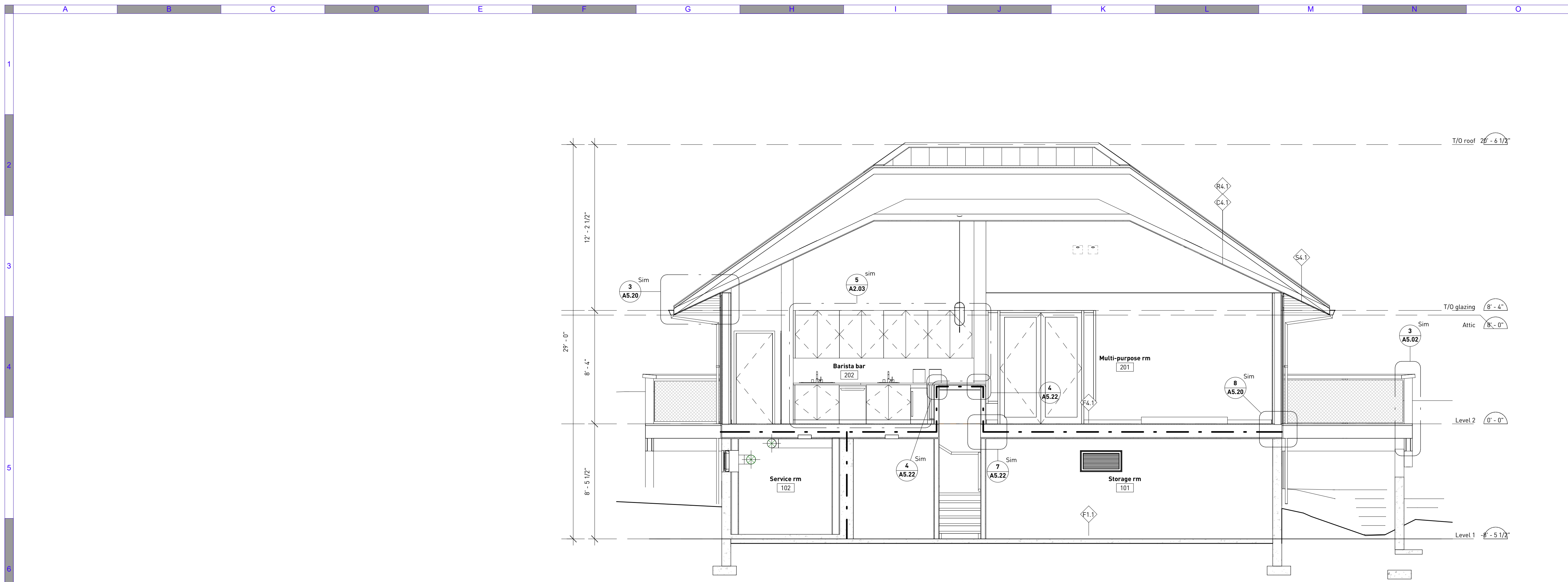
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Scale
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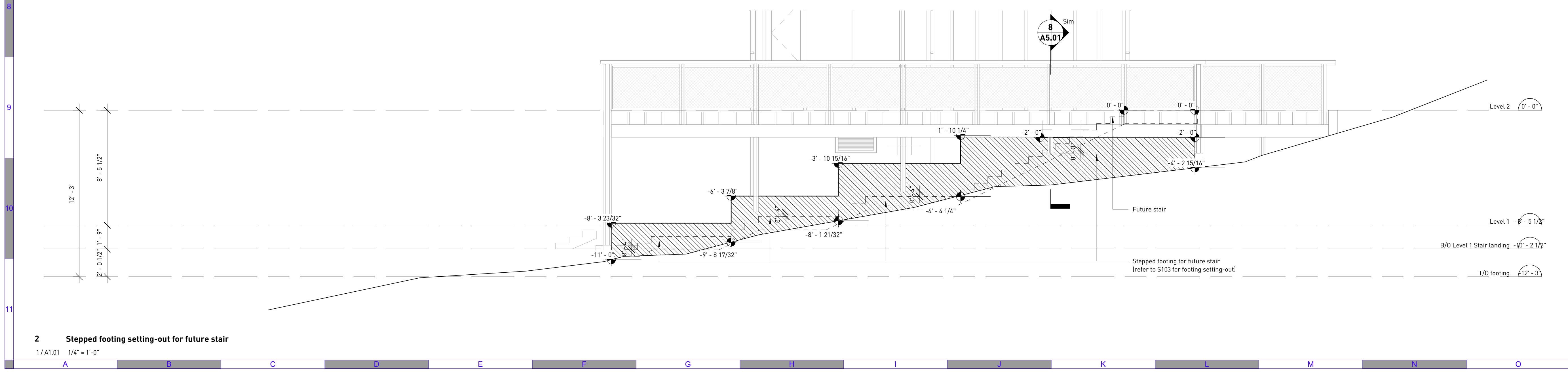
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Amphitrite House
Building sections

Sheet Number	Project Number	Drawing Number	Revision
	2110	A3.02	D



1 Building section - gridline 4+
1/A1.01 1/4" = 1'-0"



2 Stepped footing setting-out for future stair
1/A1.01 1/4" = 1'-0"

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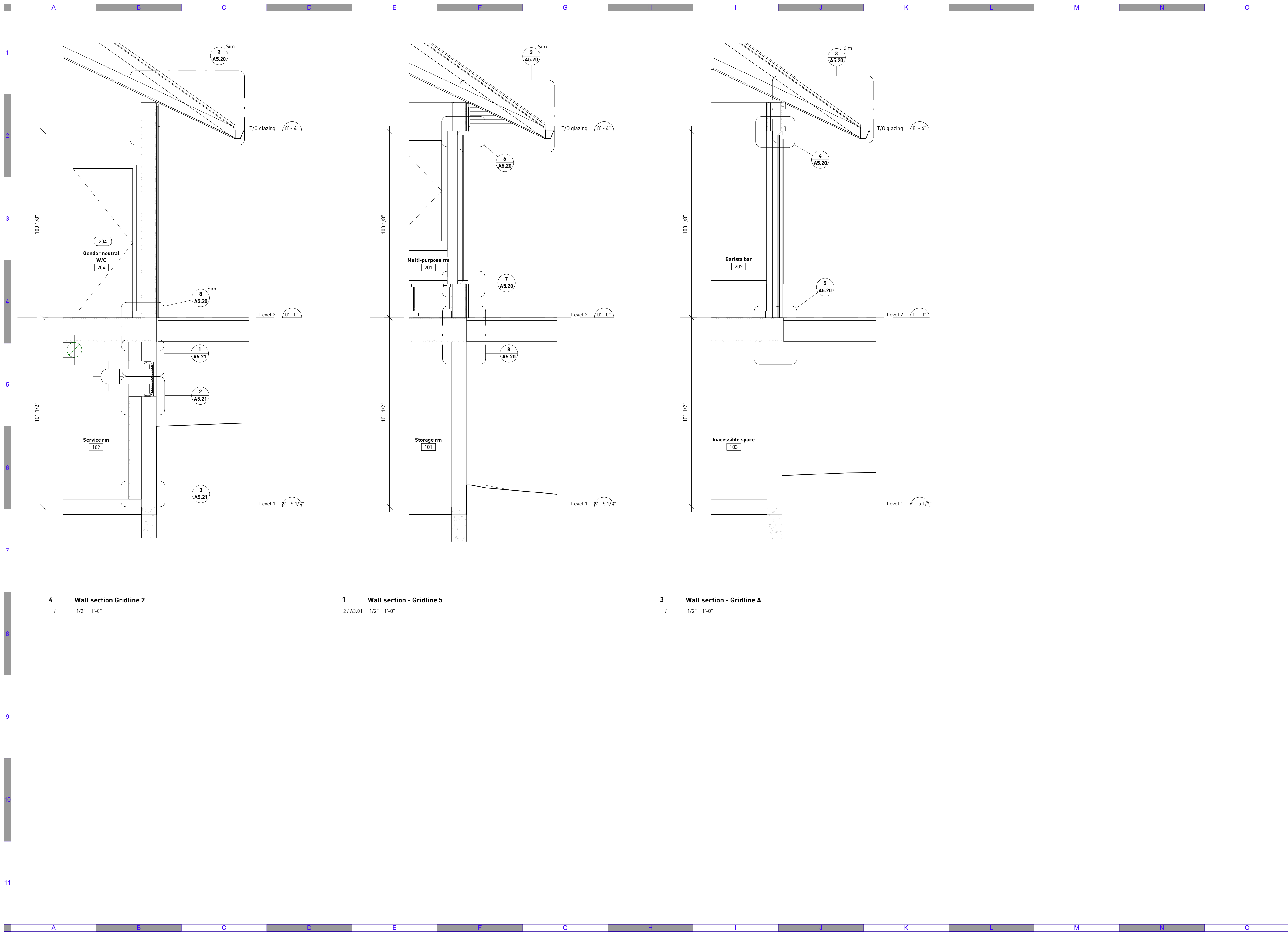
URBAN SYSTEMS

Scale
1/4" = 1'-0"

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Amphitrite House
Building sections

Sheet Number	Project Number	Drawing Number	Revision
	2110	A3.03	D



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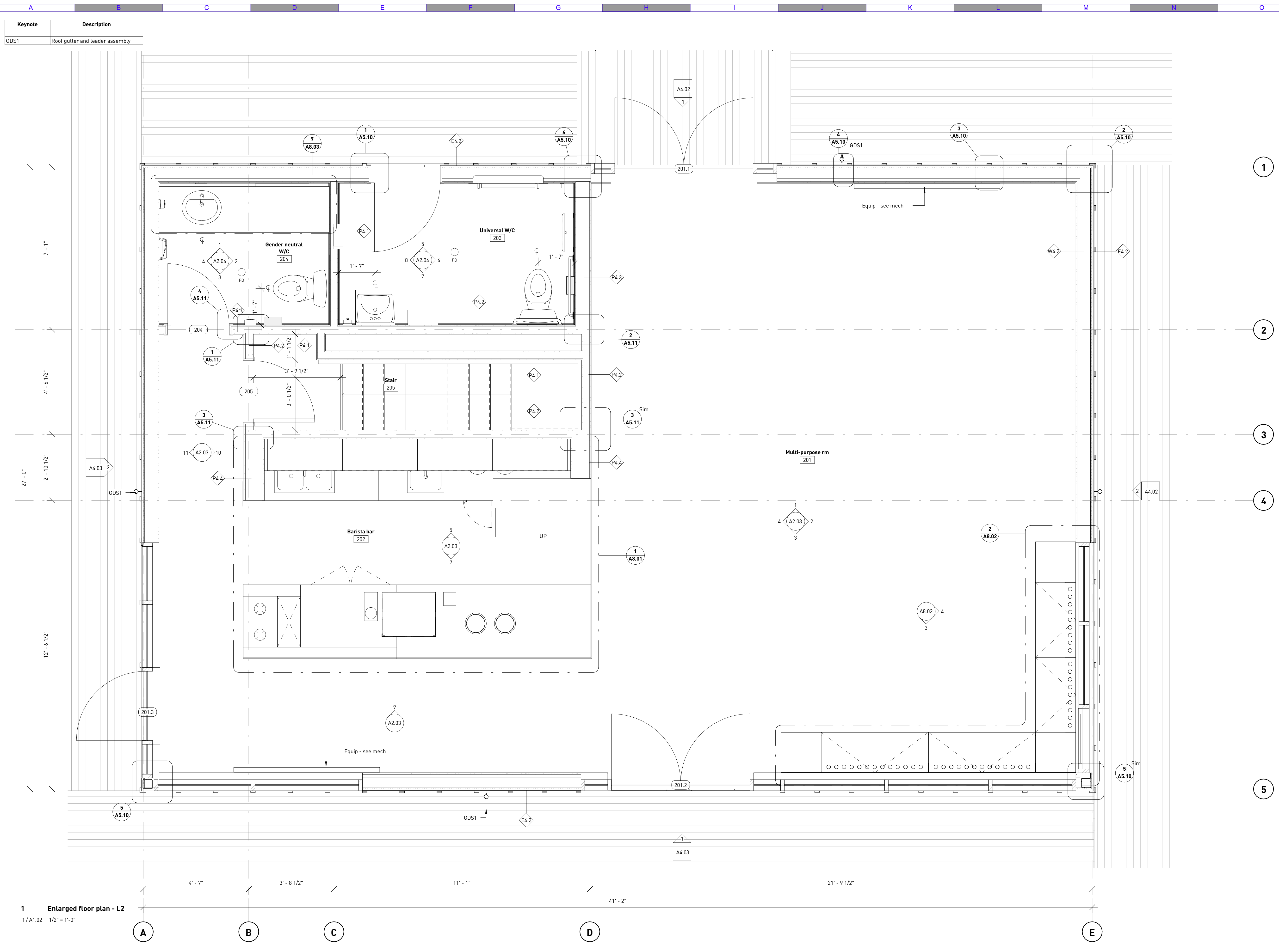
Scale
1/2" = 1'-0"

URBAN SYSTEMS

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Amphitrite House
Wall sections

Sheet Number
Project Number Drawing Number Revision
2110 A3.10 D



Keynote	Description
GDS1	Roof gutter and leader assembly

7'-1"
4'-6 1/2"
2'-10 1/2"
27'-0"
12'-6 1/2"
4'-7"
3'-8 1/2"
11'-1"
41'-2"
21'-9 1/2"

1 Enlarged floor plan - L2
1/A1.02 1/2" = 1'-0"

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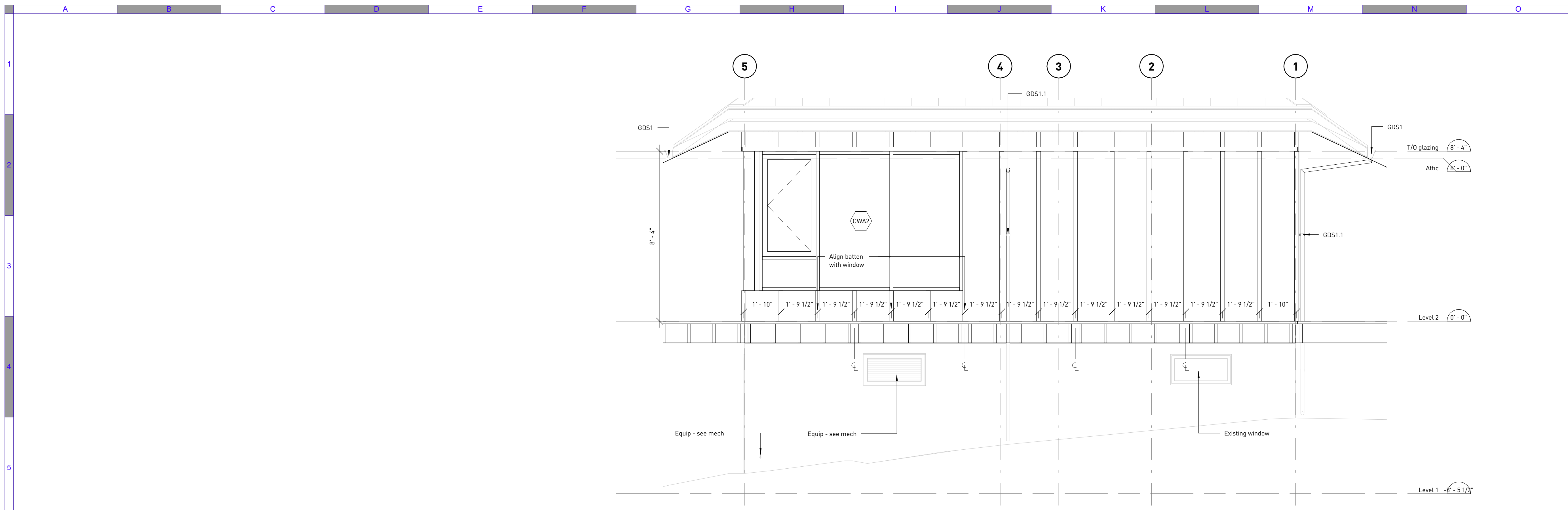
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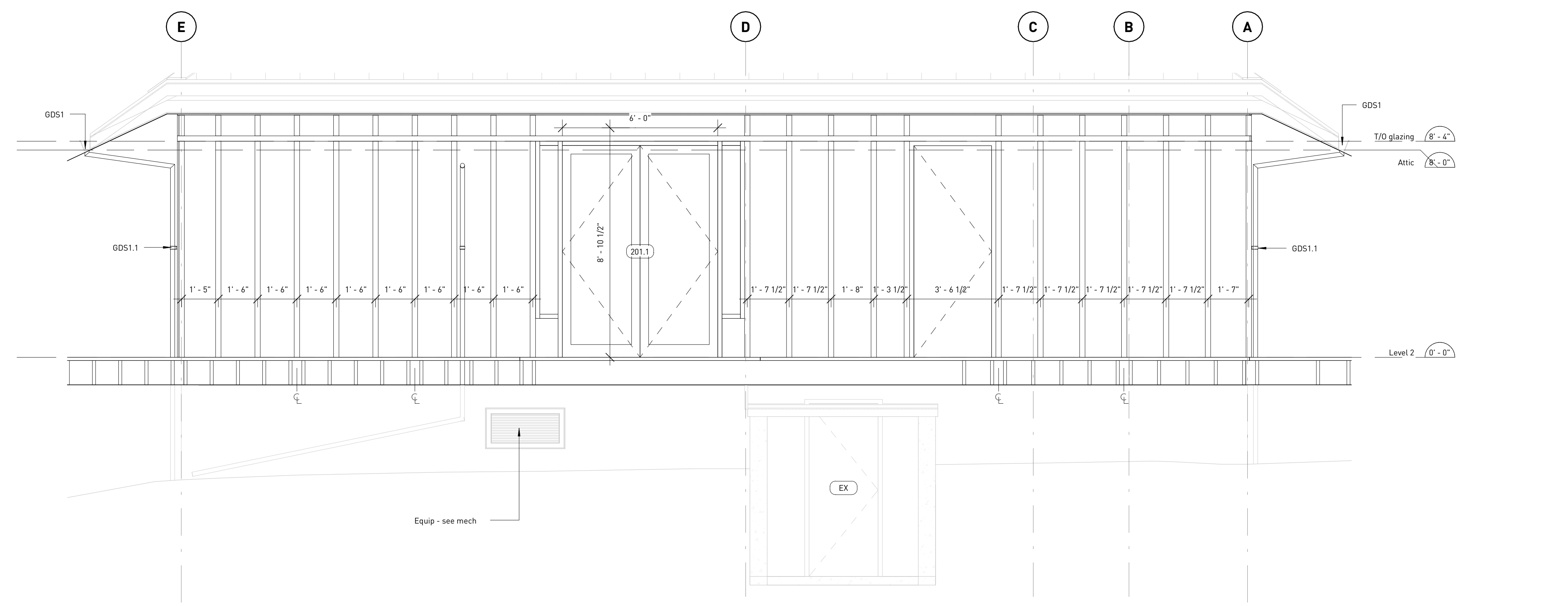
Amphitrite House

Enlarged floor plan - L2

Sheet Number	Project Number	Drawing Number	Revision
	2110	A4.01	D



2 Enlarged exterior elevation - east
1/A4.01 3/8" = 1'-0"



1 Enlarged exterior elevation - north
1/A4.01 3/8" = 1'-0"

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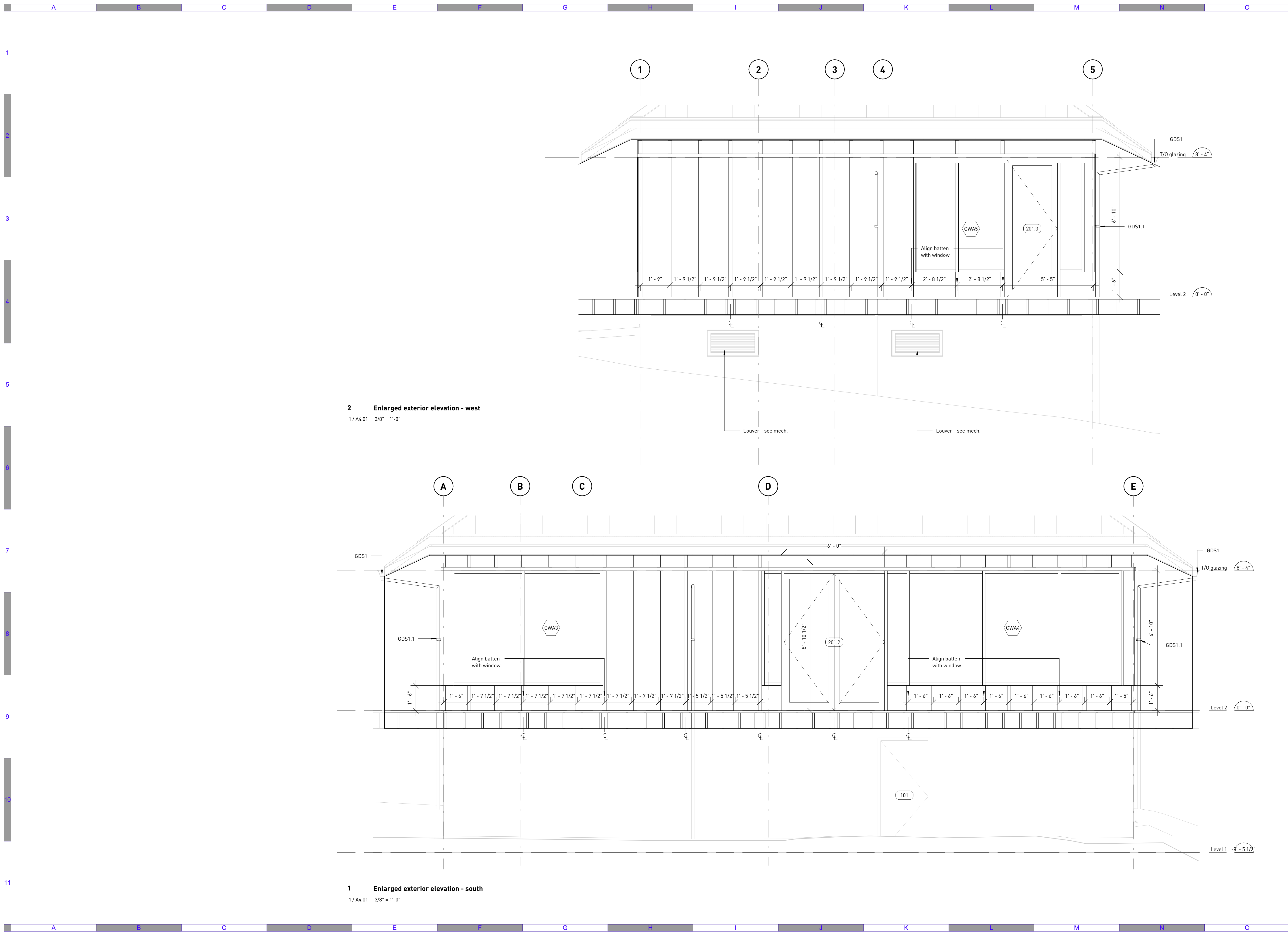
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Scale
3/8" = 1'-0"

Quality Control by BW
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Drawn by SM

Amphitrite House
Enlarged exterior elevations

Sheet Number	Project Number	Drawing Number	Revision
	2110	A4.02	D



2 Enlarged exterior elevation - west
1/A4.01 3/8" = 1'-0"

1 Enlarged exterior elevation - south
1/A4.01 3/8" = 1'-0"

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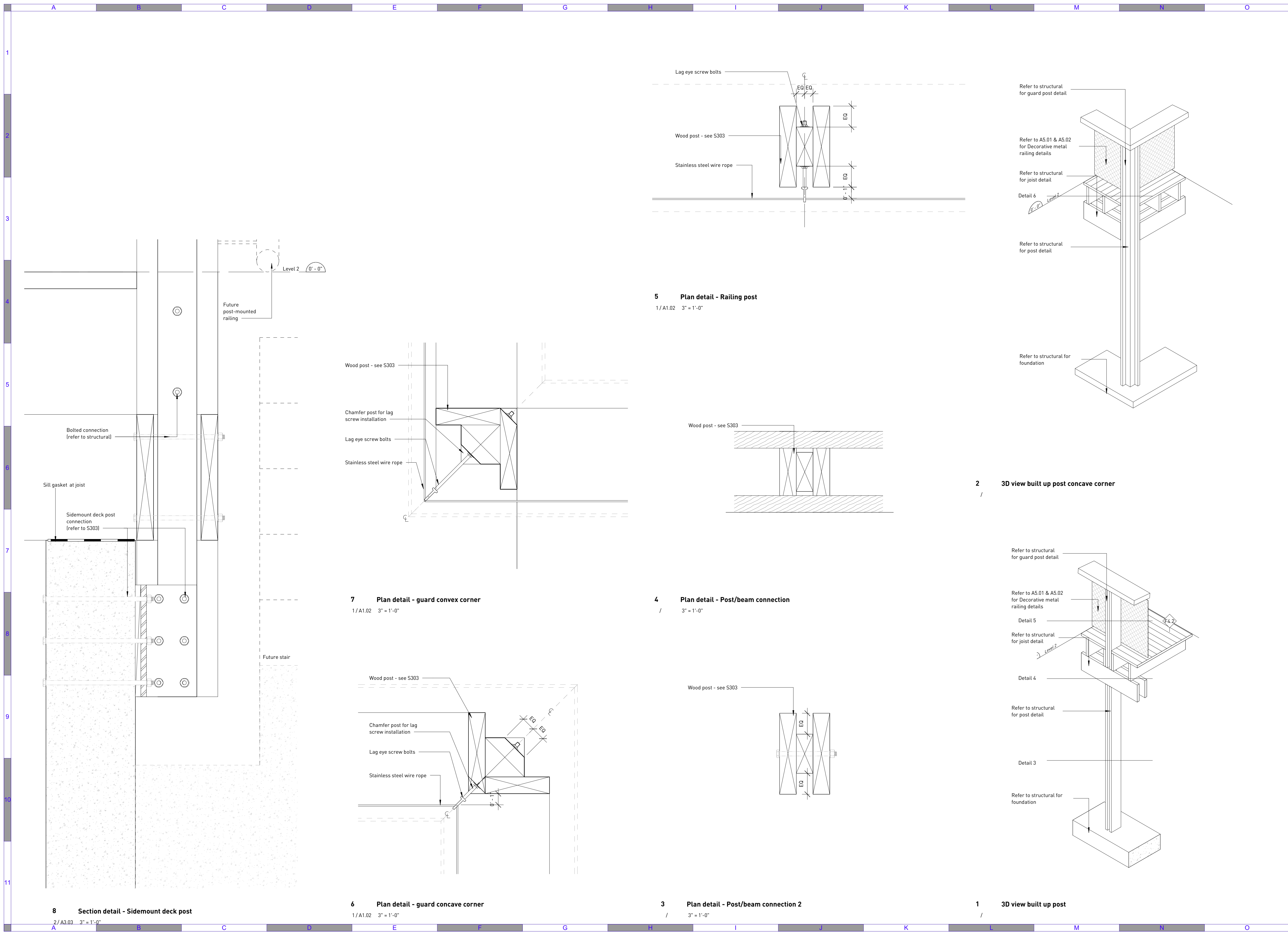
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Amphitrite House
Enlarged exterior elevations

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URBAN SYSTEMS

Scale
3" = 1'-0"

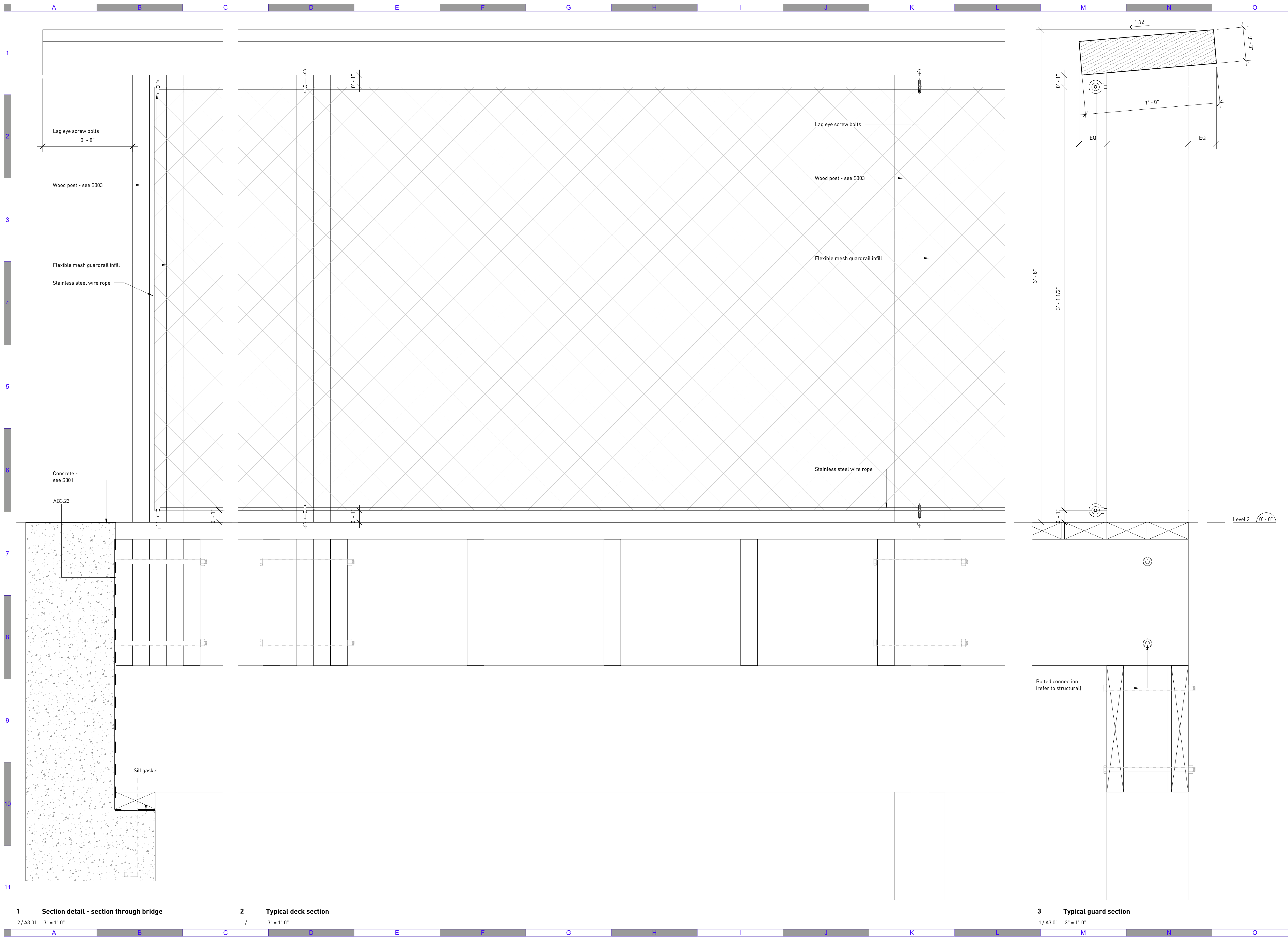
Quality Control by: BW
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Amphitrite House
Guard details - ext

Sheet Number
Project Number
2110

Drawing Number
A5.01

Revision
D



1 Section detail - section through bridge
2/A3.01 3" = 1'-0"

2 Typical deck section
/ 3" = 1'-0"

3 Typical guard section
1/A3.01 3" = 1'-0"

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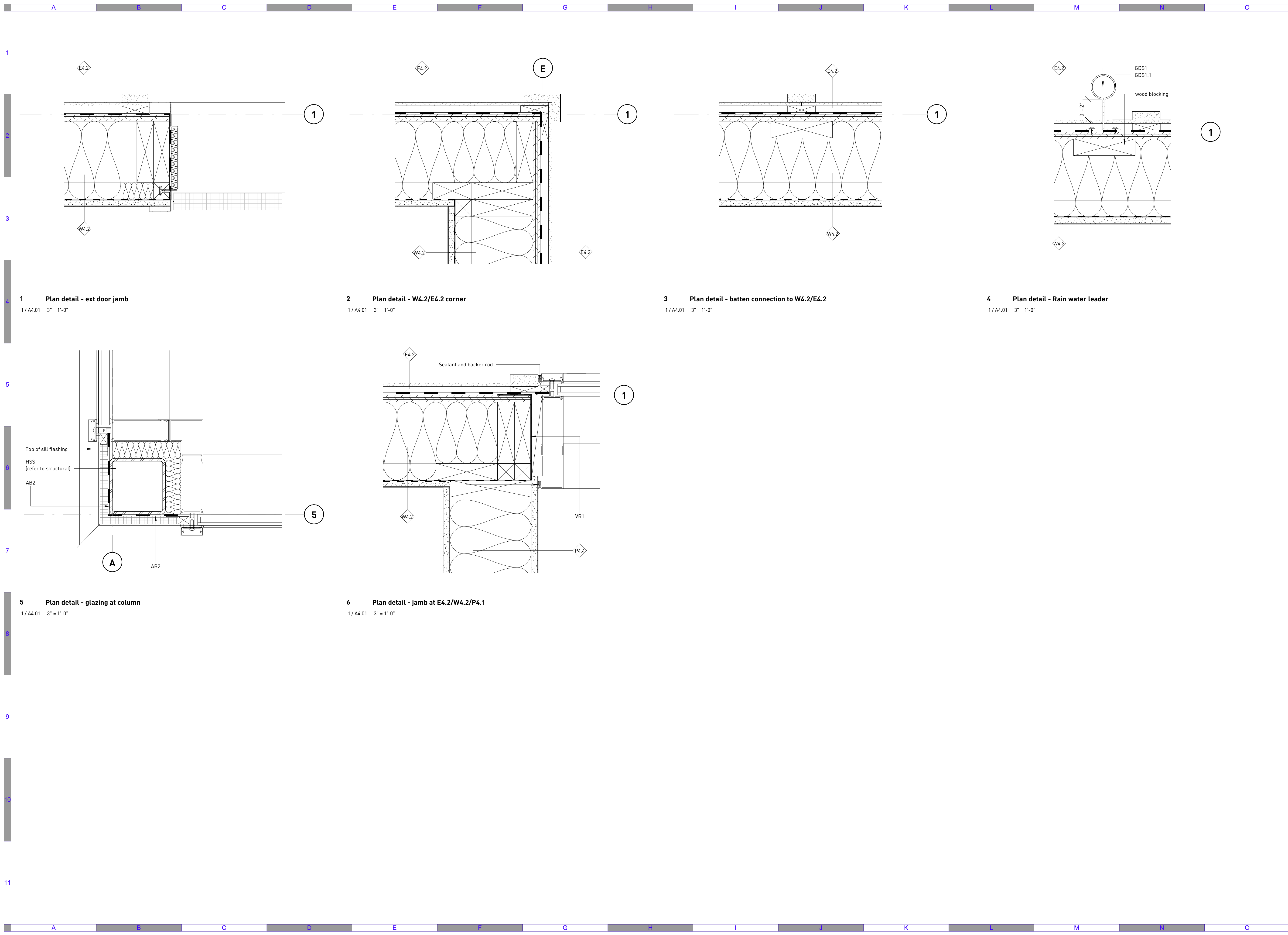
URBAN SYSTEMS

Scale
3" = 1'-0"

Quality Control by: BW
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Drawn by: SM

Amphitrite House
Guard details - ext

Sheet Number	Project Number	Drawing Number	Revision
	2110	A5.02	D



1 Plan detail - ext door jamb
1/A4.01 3" = 1'-0"

2 Plan detail - W4.2/E4.2 corner
1/A4.01 3" = 1'-0"

3 Plan detail - batten connection to W4.2/E4.2
1/A4.01 3" = 1'-0"

4 Plan detail - Rain water leader
1/A4.01 3" = 1'-0"

5 Plan detail - glazing at column
1/A4.01 3" = 1'-0"

6 Plan detail - jamb at E4.2/W4.2/P4.1
1/A4.01 3" = 1'-0"

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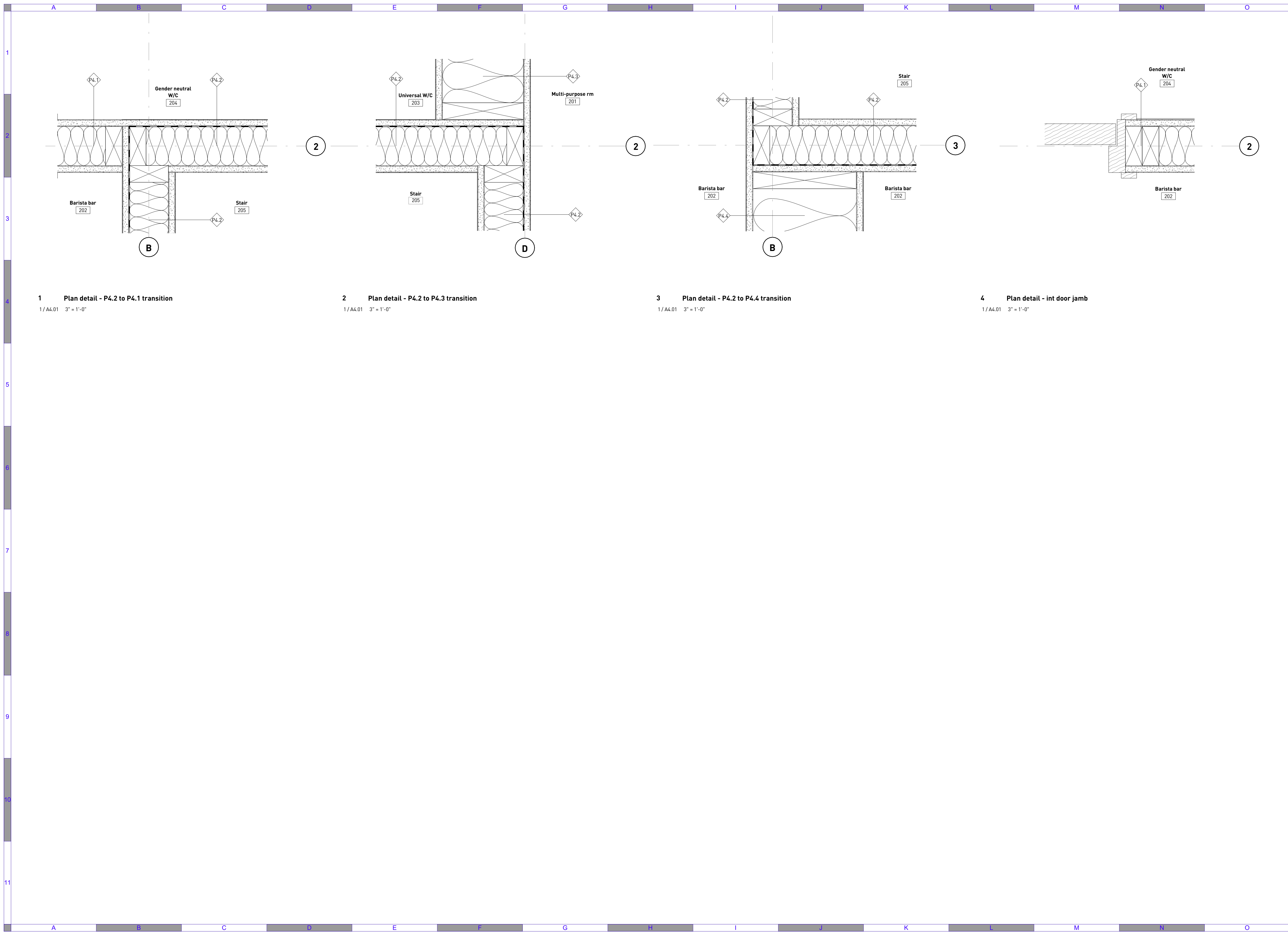
URBAN SYSTEMS

Scale
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Amphitrite House
Plan details - ext

Sheet Number	Project Number	Drawing Number	Revision
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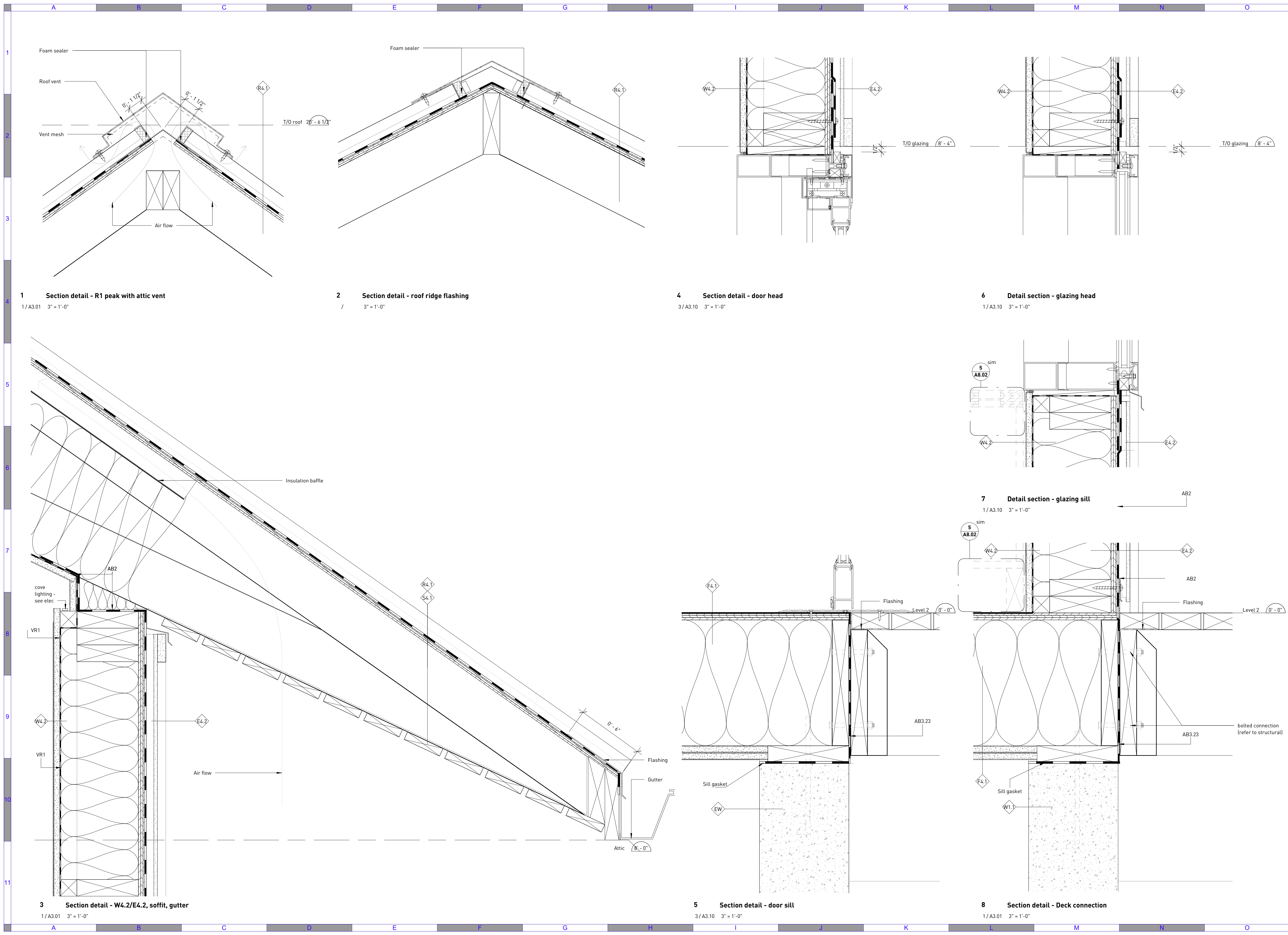
Scale
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URBAN SYSTEMS

Quality Control by: BW
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 Drawn by: SM

Amphitrite House
 Plan details - int

Sheet Number
 Project Number Drawing Number Revision
 2110 A5.11 D



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D	Jun 10, 2022	Issue for tender	

URBAN SYSTEMS

Scale
 3" = 1'-0"

Quality Control by
 Designed by
 Drawn by

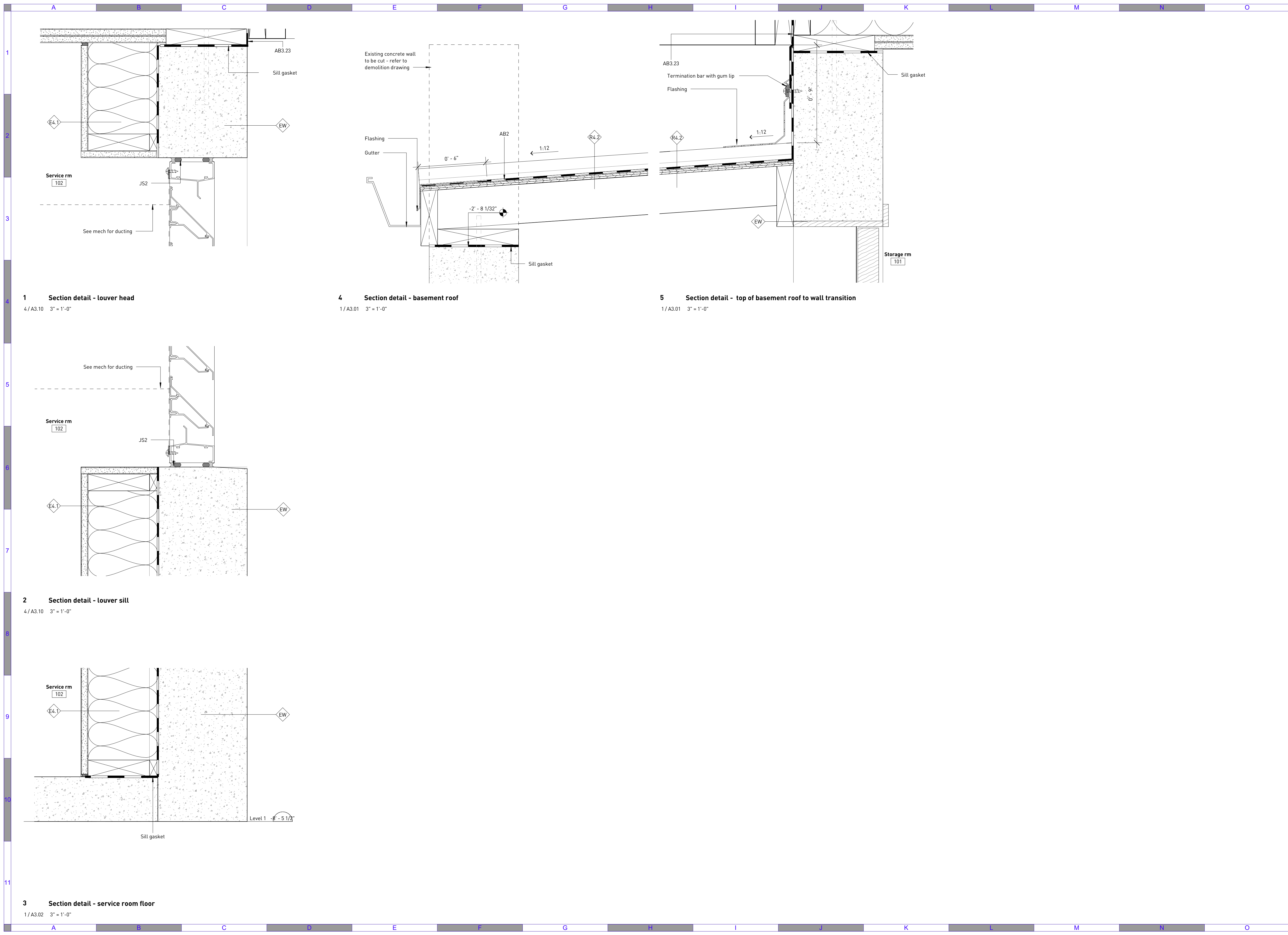
BW
 BW
 SM

Amphitrite House

Section details - ext

Sheet Number
 Project Number
 Drawing Number
 Revision

2110 A5.20 D



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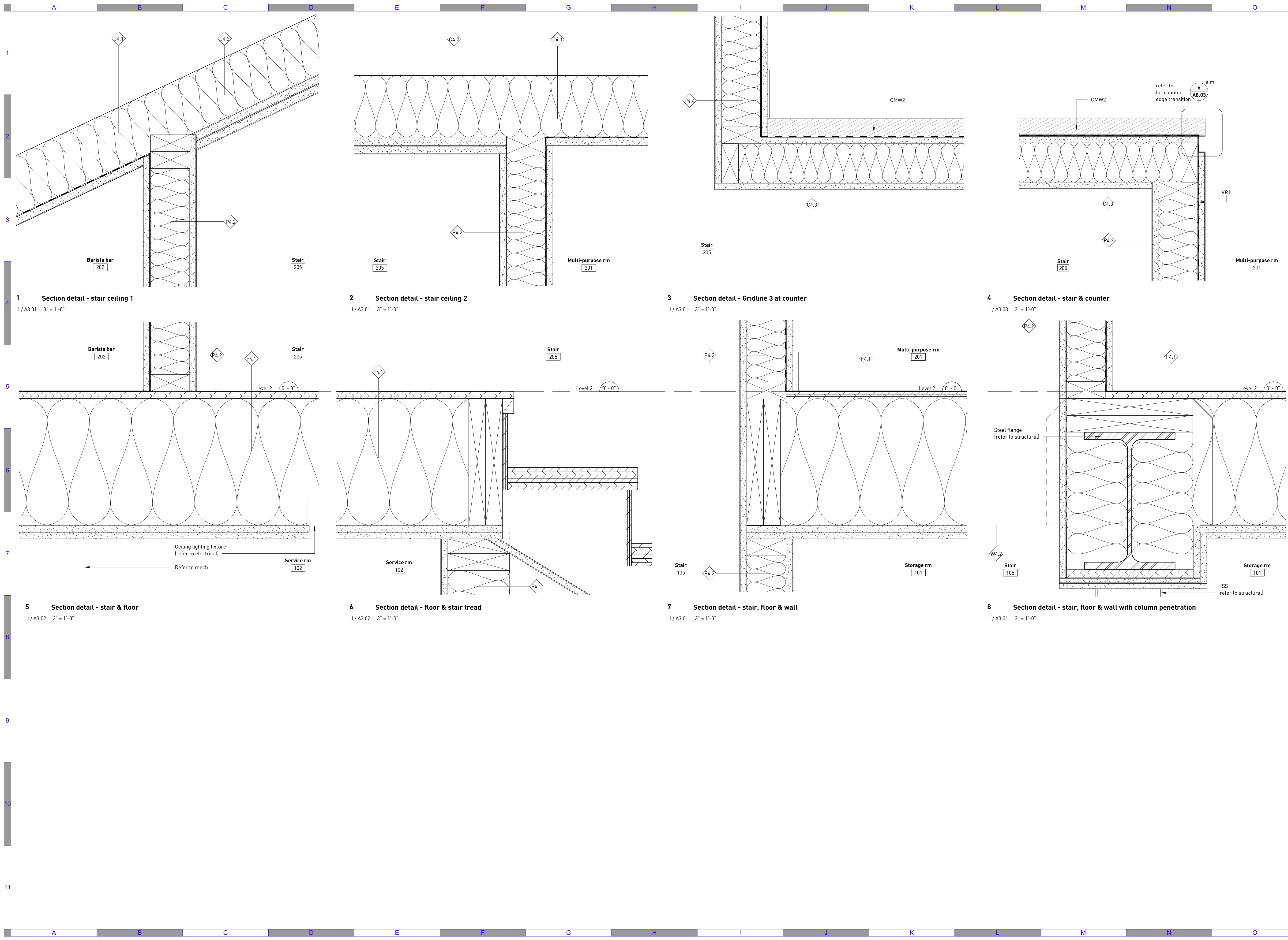
Scale
3" = 1'-0"

Quality Control by BW
Designed by BW
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Section details - ext

Sheet Number	Project Number	Drawing Number	Revision
	2110	A5.21	D



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Scale
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Quality Control by BW
Designed by BW
Drawn by SM

Amphitrite House
Section details - int

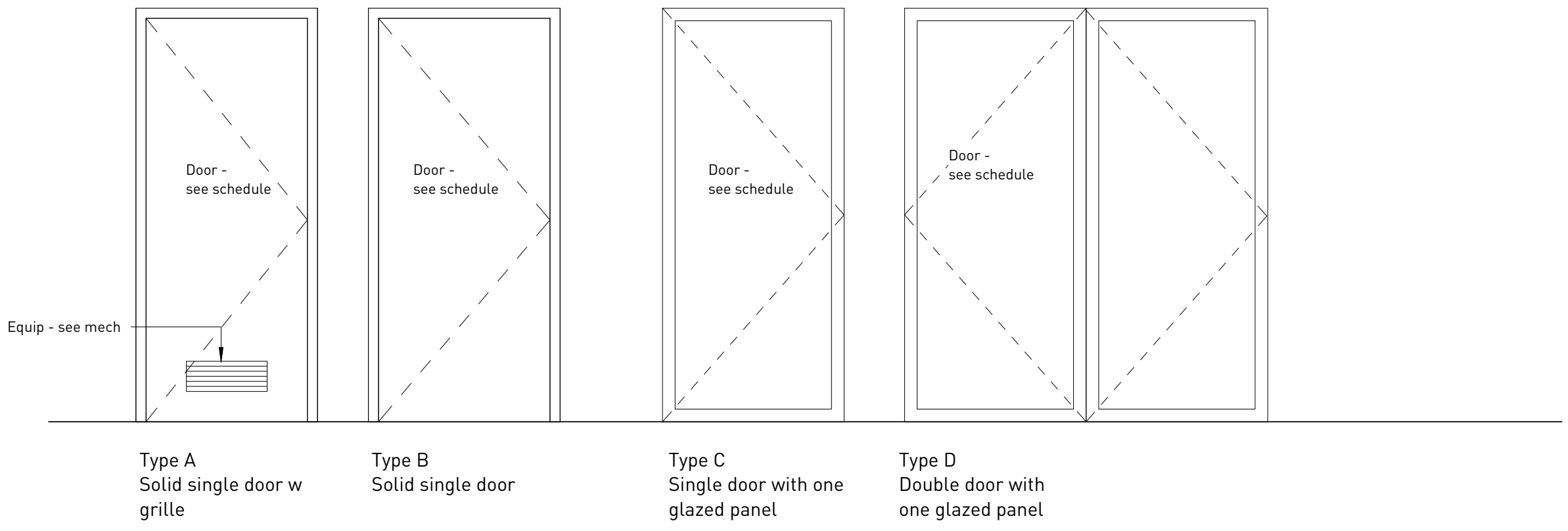
Sheet Number	Project Number	Drawing Number	Revision
	2110	A5.22	D



Door schedule

Door number	Height	Width	Door		Frame type	Hardware group	Comments
			Construction type	Configuration			
101	6' - 8"	2' - 10"	MTD1.X	B	MFT1.X		
102	6' - 8"	3' - 0"	WD2.45	B	WDF.45		
201.1	8' - 2"	6' - 0"	ENT1	D	-		Refer to Window Schedule for Frame Type
201.2	8' - 2"	6' - 0"	ENT1	D	-		Refer to Window Schedule for Frame Type
201.3	8' - 2"	3' - 0"	ENT1	C	-		Refer to Window Schedule for Frame Type
203	8' - 2"	3' - 0"	MTD1.X	B	MFT1.X		
204	6' - 8"	2' - 8"	WD2	B	WDF		
205	6' - 8"	2' - 8"	WD2.45	B	WDF.45		
EX	6' - 8"	2' - 8"	Existing	B	Existing		

Door configuration



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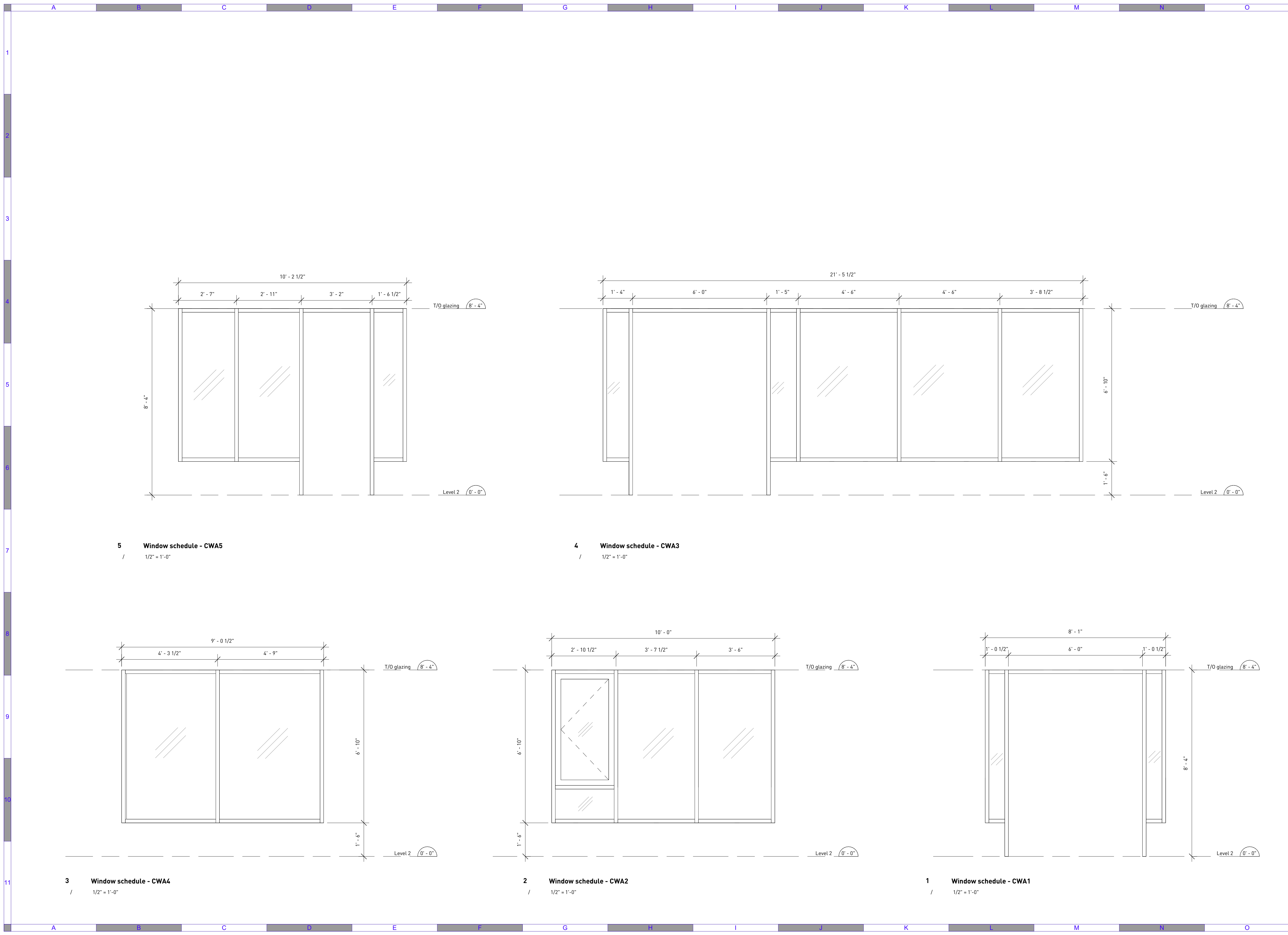
URBAN SYSTEMS

Scale
1 : 25

Quality Control by: BW
Designed by: BW
Drawn by: SM

Amphitrite House
Door and frame schedule

Sheet Number	Project Number	Drawing Number	Revision
	2110	A6.01	D



5 Window schedule - CWA5
/ 1/2" = 1'-0"

4 Window schedule - CWA3
/ 1/2" = 1'-0"

3 Window schedule - CWA4
/ 1/2" = 1'-0"

2 Window schedule - CWA2
/ 1/2" = 1'-0"

1 Window schedule - CWA1
/ 1/2" = 1'-0"

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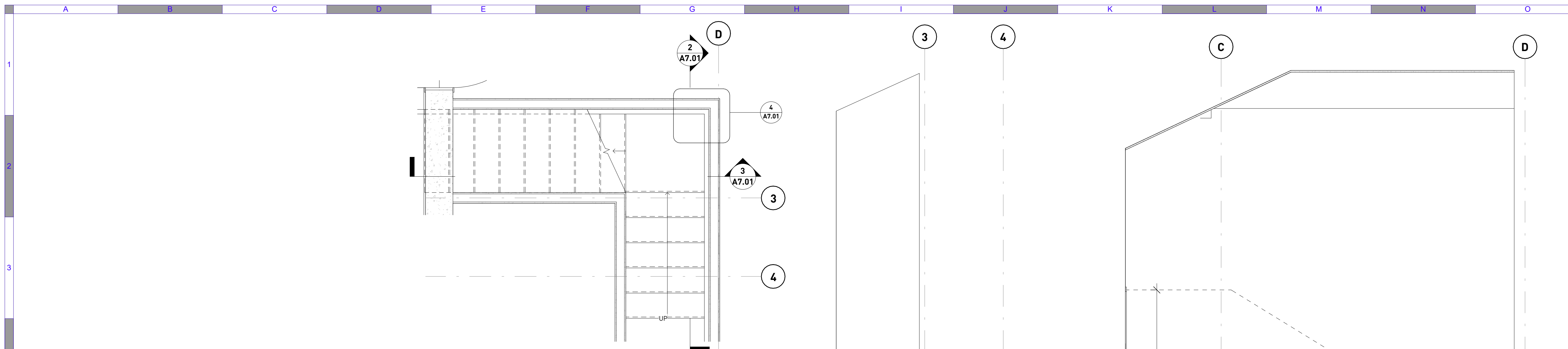
URBAN SYSTEMS

Scale
1/2" = 1'-0"

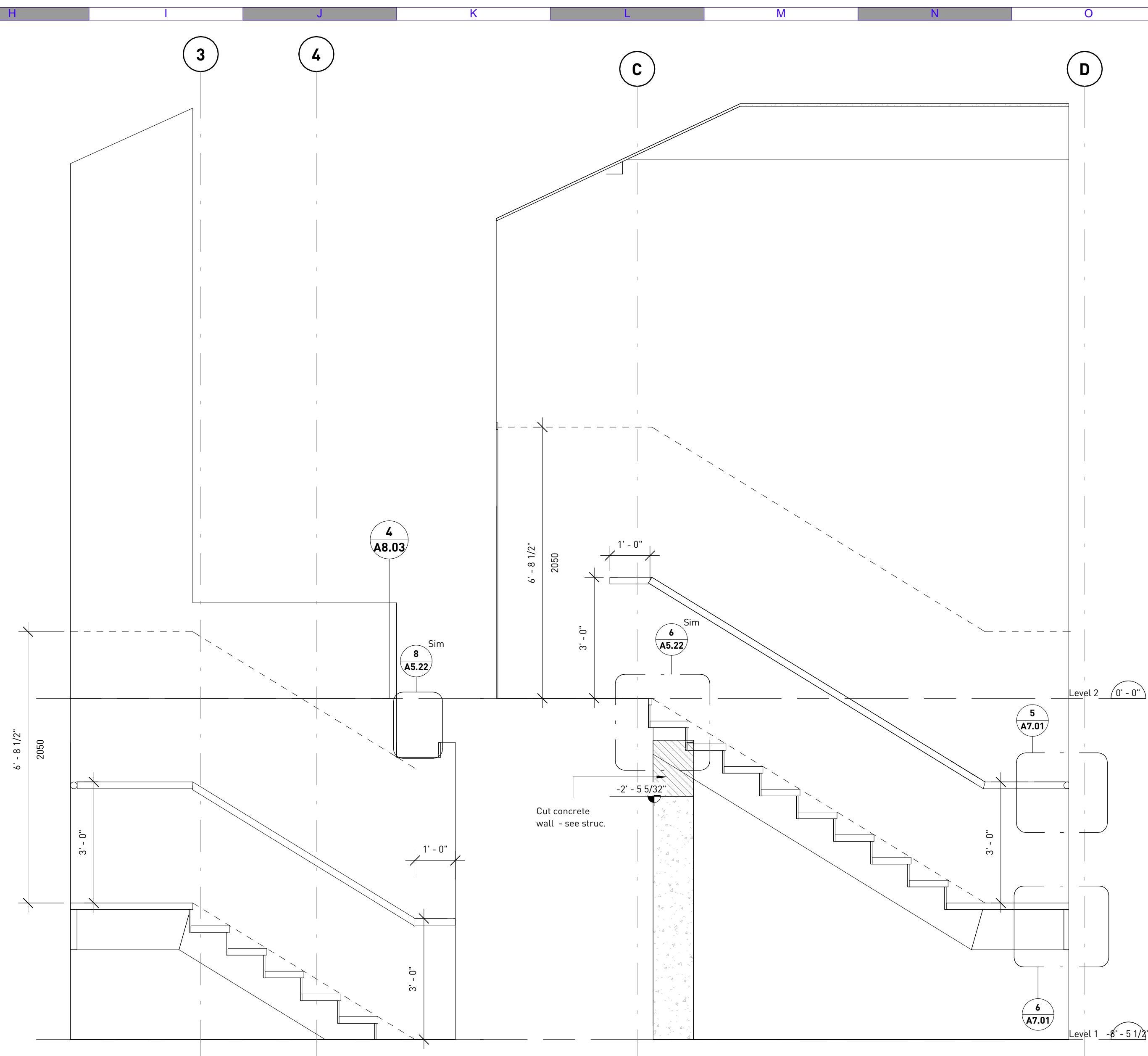
Quality Control by BW
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Amphitrite House
Window schedule

Sheet Number	Project Number	Drawing Number	Revision
	2110	A6.10	D

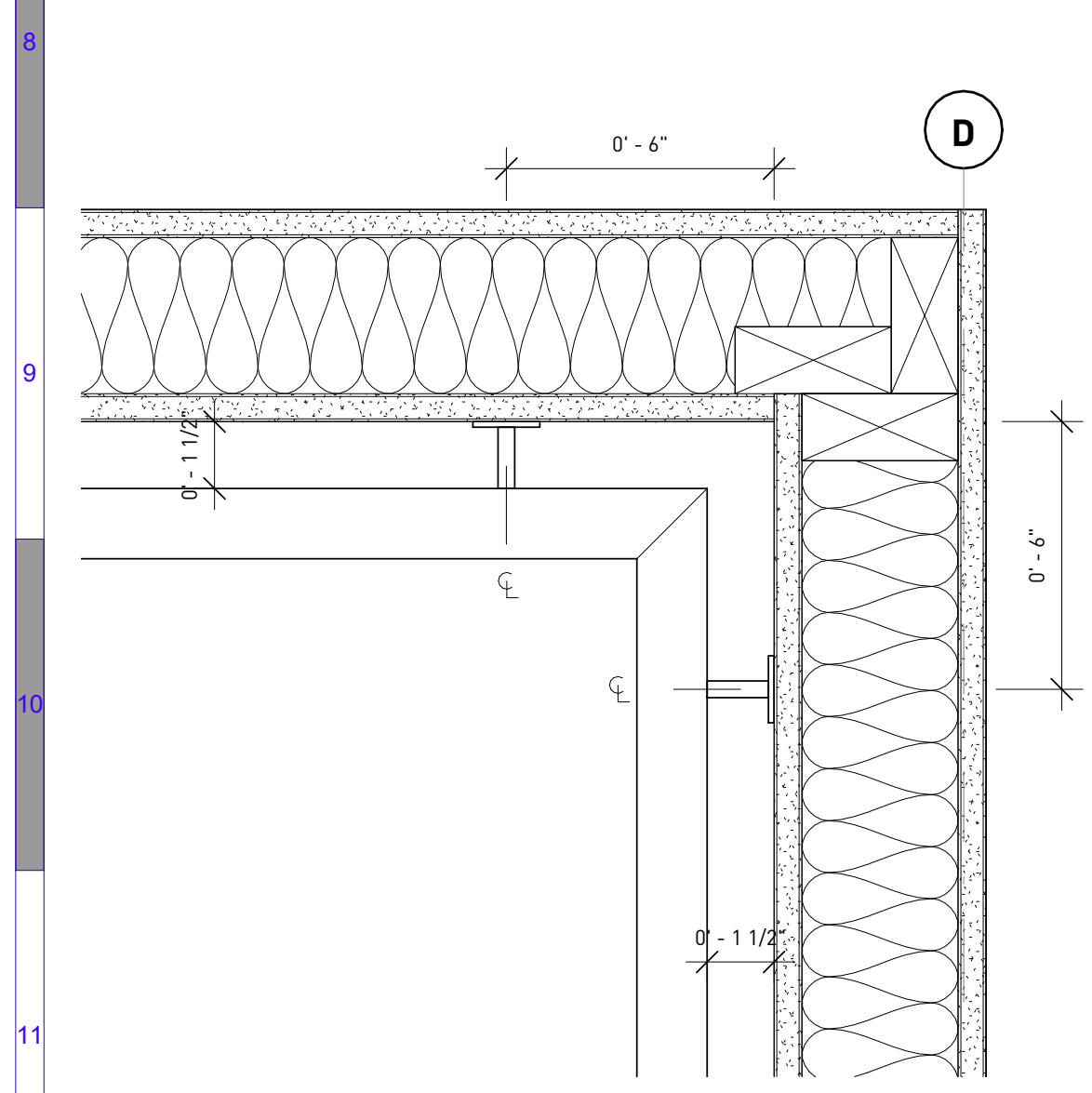


1 Enlarged plan - Stair
1/A1.01 1/2" = 1'-0"

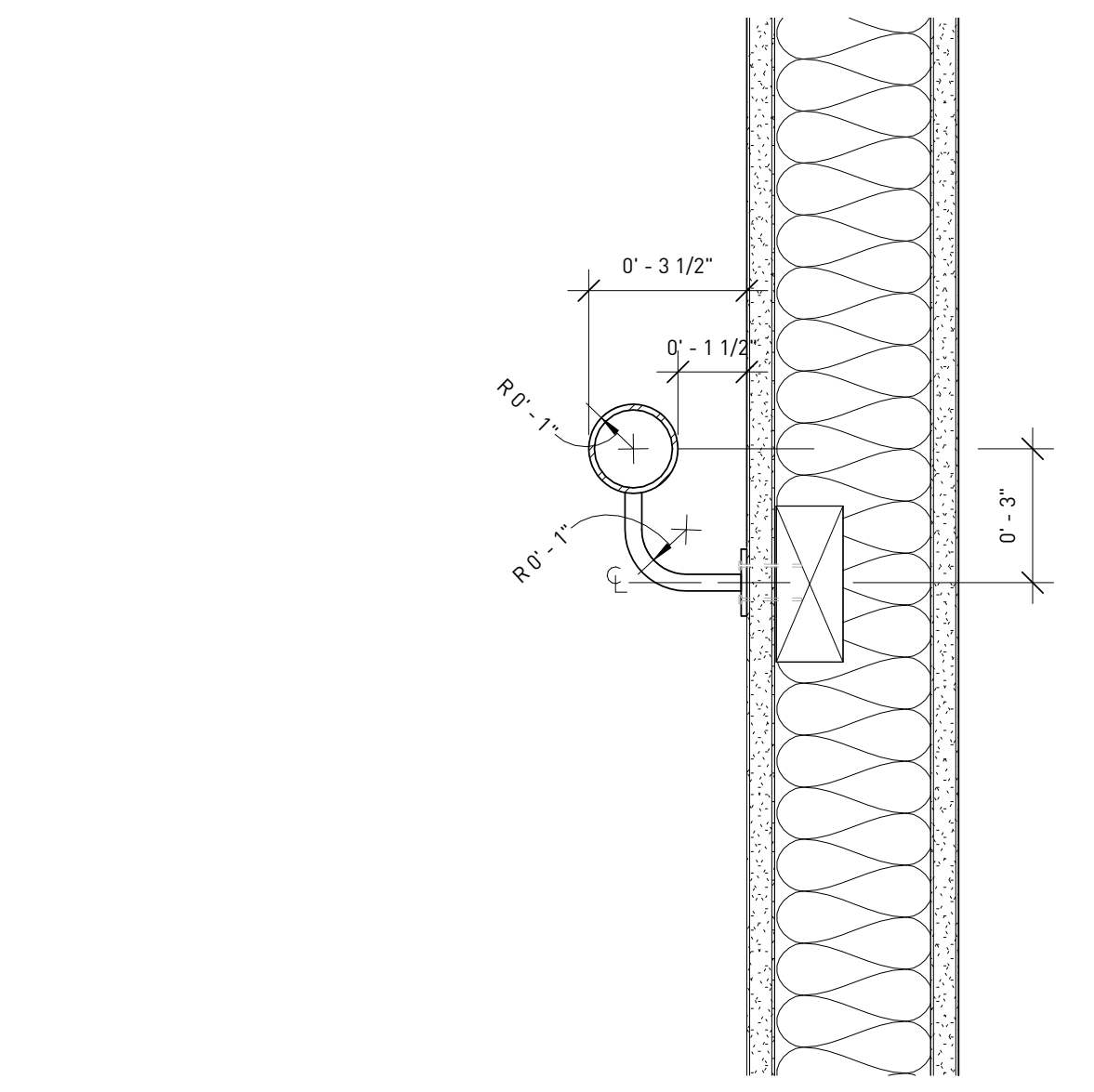


2 Section - Transverse - Stair
1/A3.01 1/2" = 1'-0"

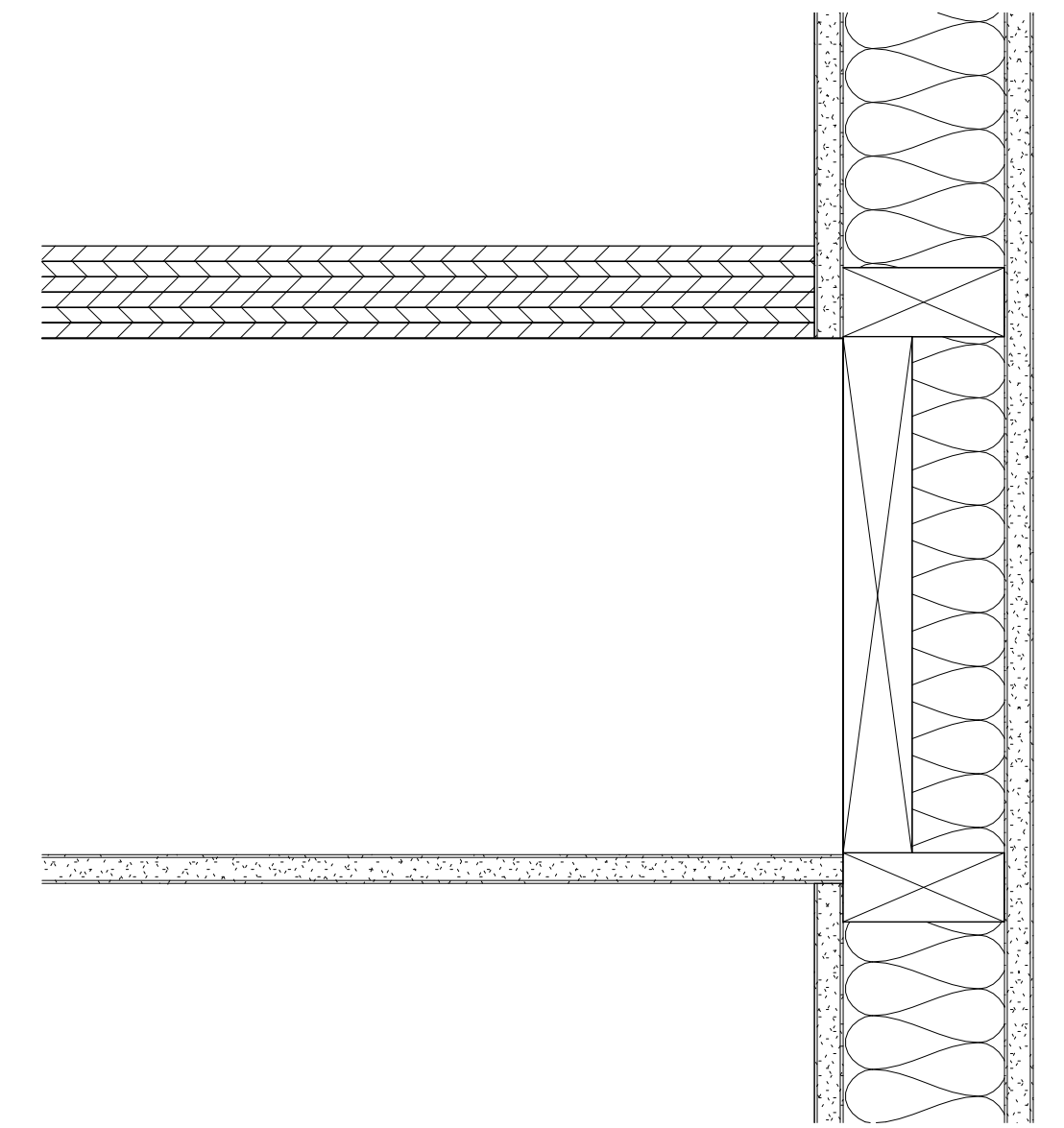
3 Section - Longitudinal - Stair
1/A3.02 1/2" = 1'-0"



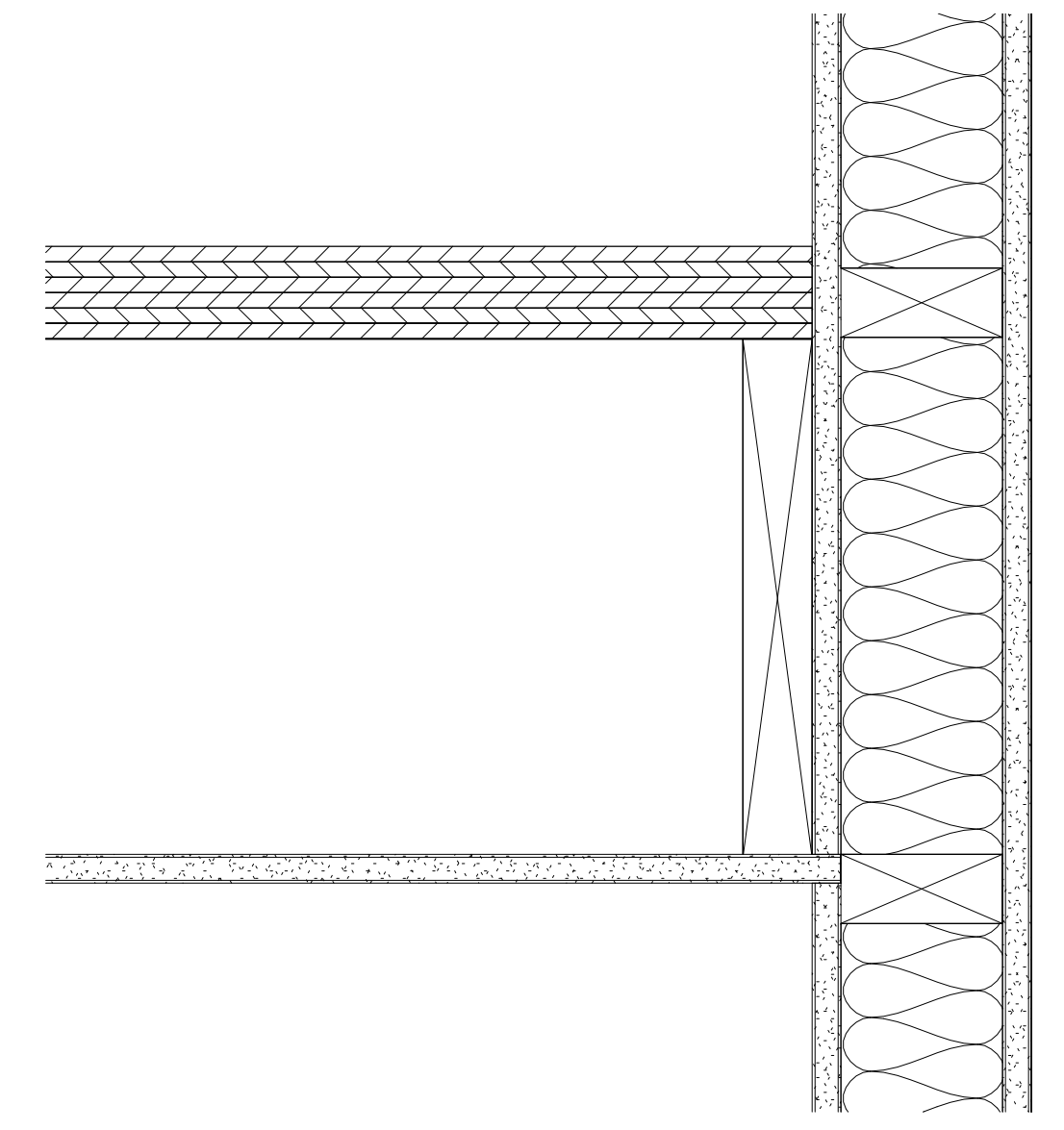
4 Plan detail - Stair guard corner
1/A7.01 3" = 1'-0"



5 Sectional detail - Stair guard at handrail
3/A7.01 3" = 1'-0"



6 Sectional detail - Stair landing
3/A7.01 3" = 1'-0"



7 Sectional detail - Stair stringer
/ 3" = 1'-0"

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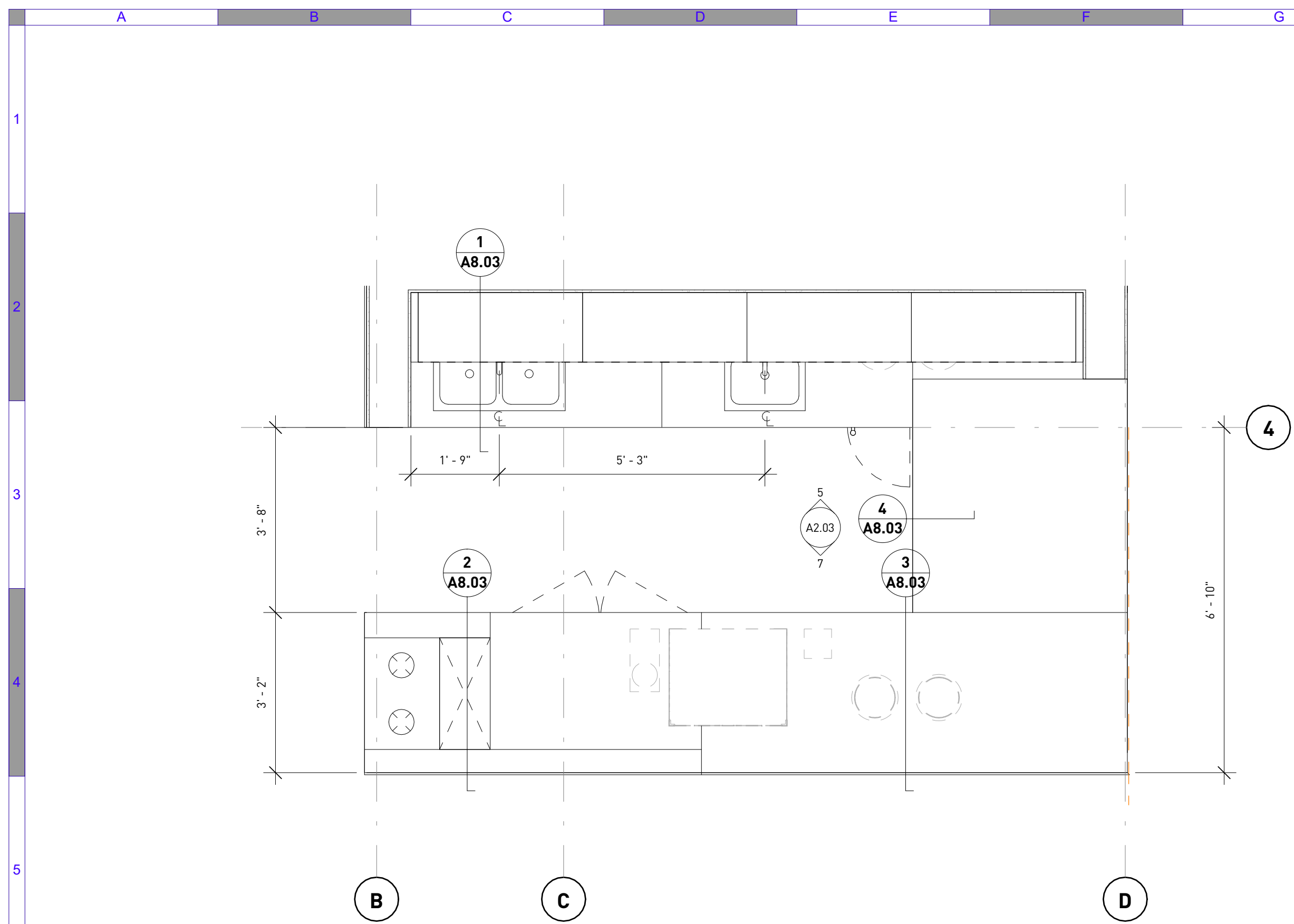
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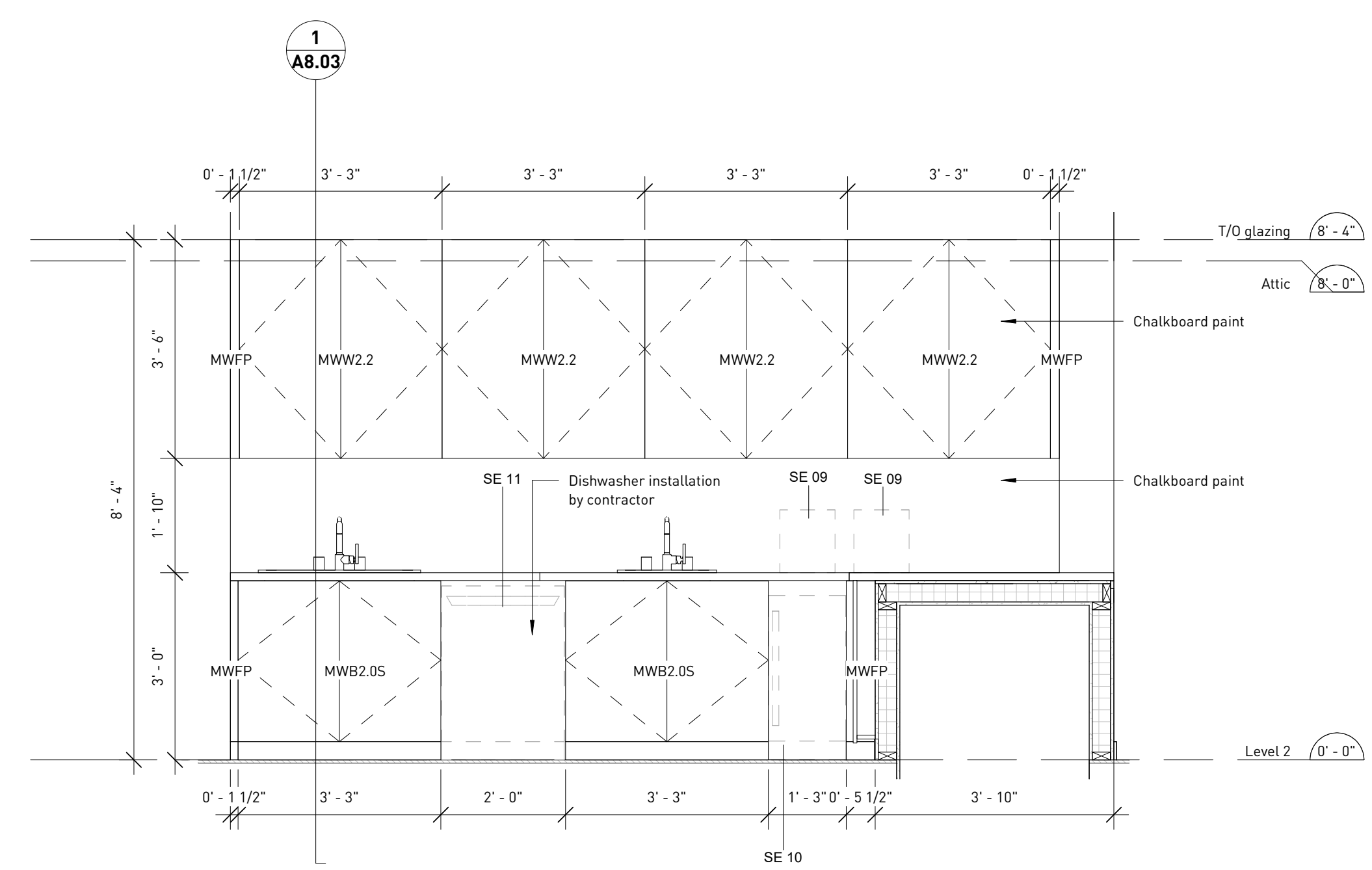
Scale
As indicated
Quality Control by BW
Designed by BW
Drawn by SM

Amphitrite House
Stair #1

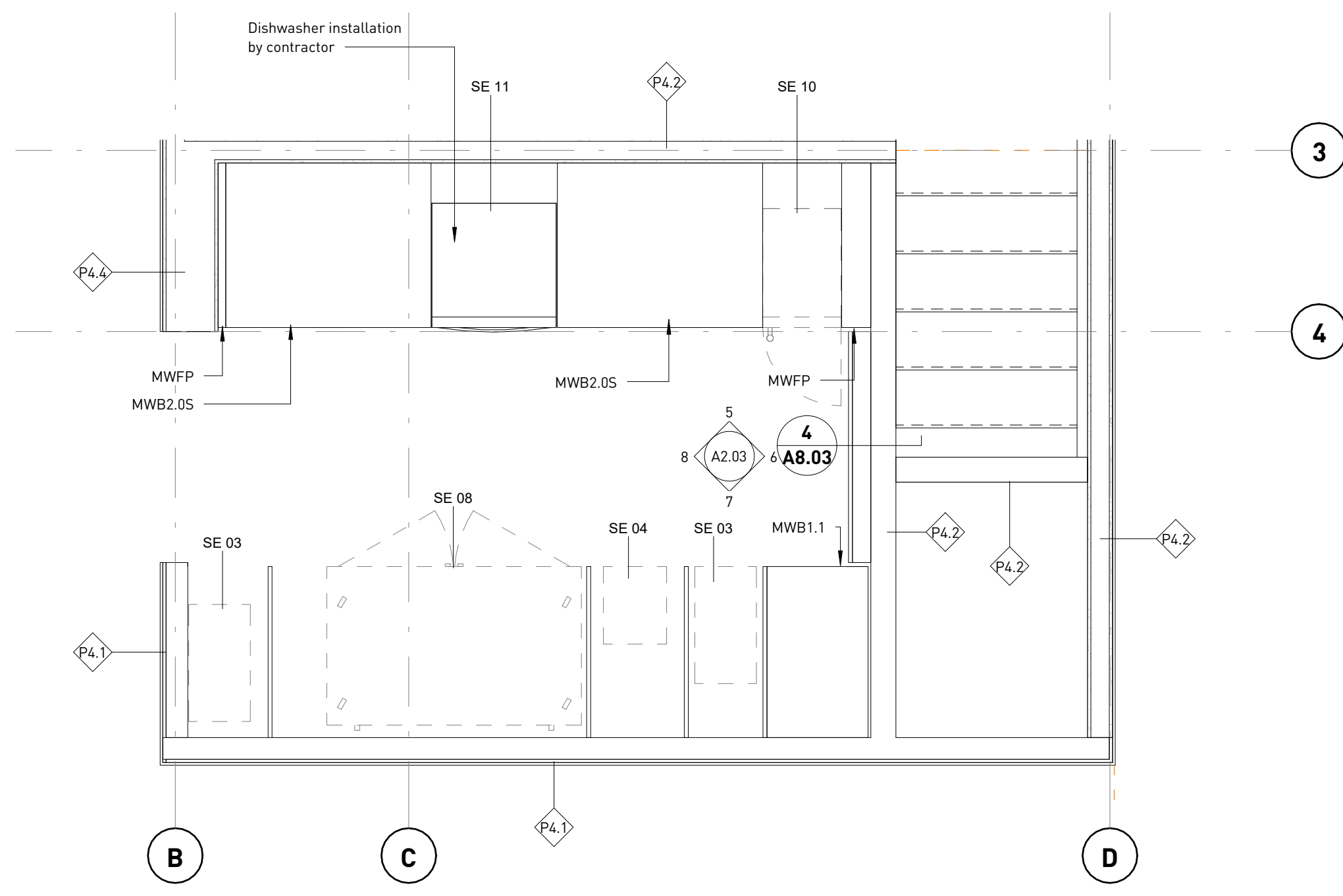
Sheet Number	Project Number	Drawing Number	Revision
	2110	A7.01	D



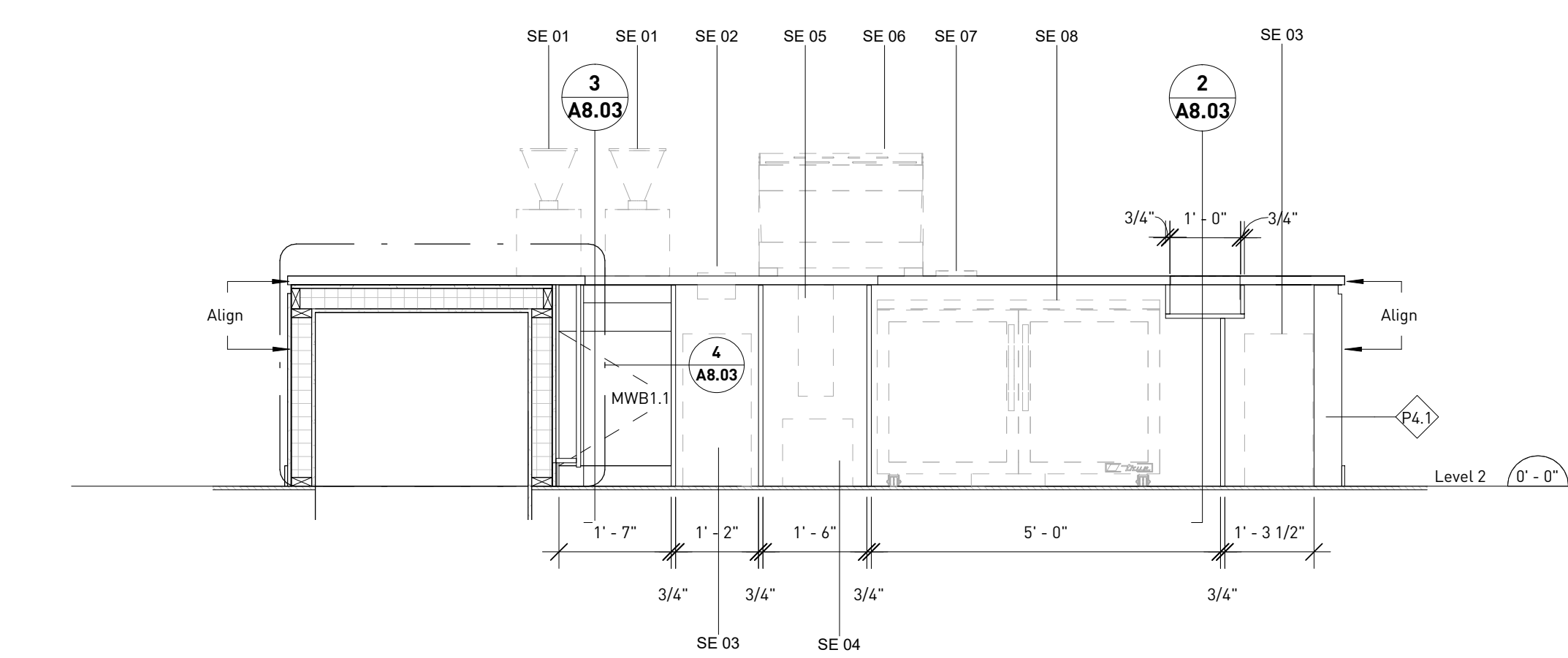
1 Enlarged floor plan - Barista bar
1/A4.01 1/2" = 1'-0"



3 Interior elevation - barista bar - north - casework
5/A2.03 1/2" = 1'-0"



2 Enlarged floor plan - Barista bar - under counter
1/A2.01 1/2" = 1'-0"



4 Interior elevation - barista bar - south - casework
7/A2.03 1/2" = 1'-0"

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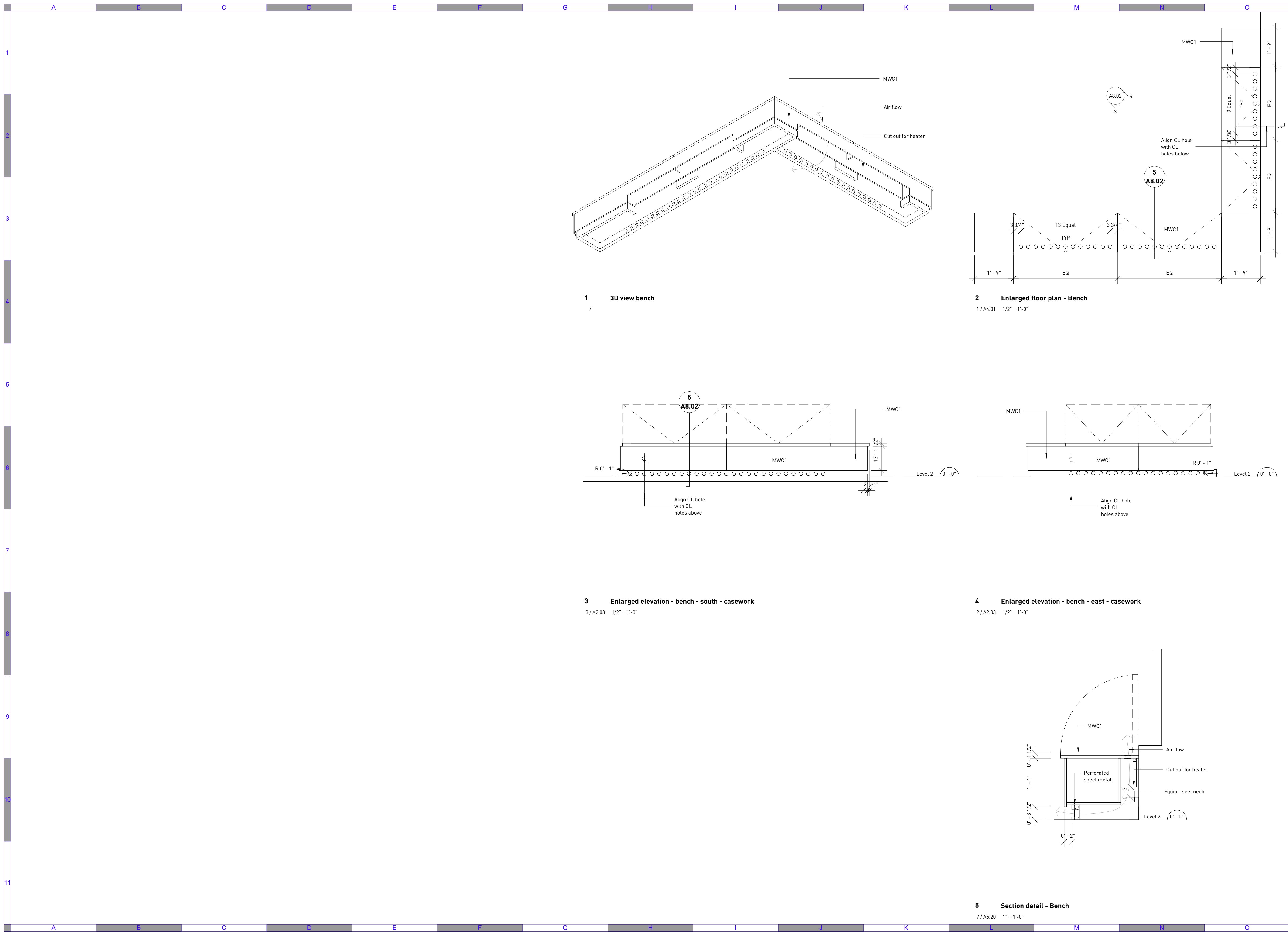
URBAN SYSTEMS

Scale
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Quality Control by BW
Designed by BW
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Amphitrite House
Casework

Sheet Number	Project Number	Drawing Number	Revision
	2110	A8.01	D



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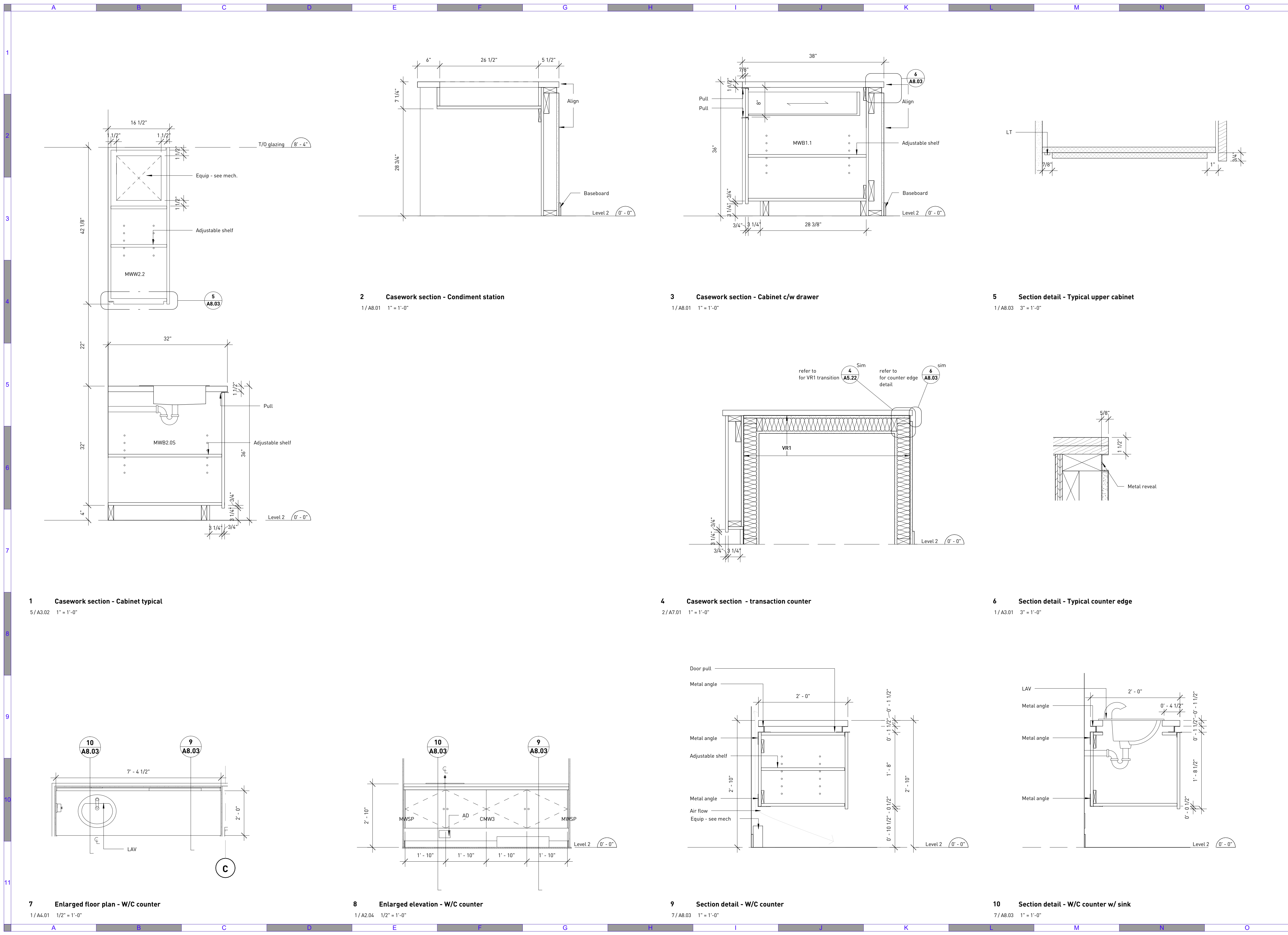
Scale
As indicated

Quality Control by
Designed by
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SM

Amphitrite House
Casework

Sheet Number	Project Number	Drawing Number	Revision
2110	2110	A8.02	D



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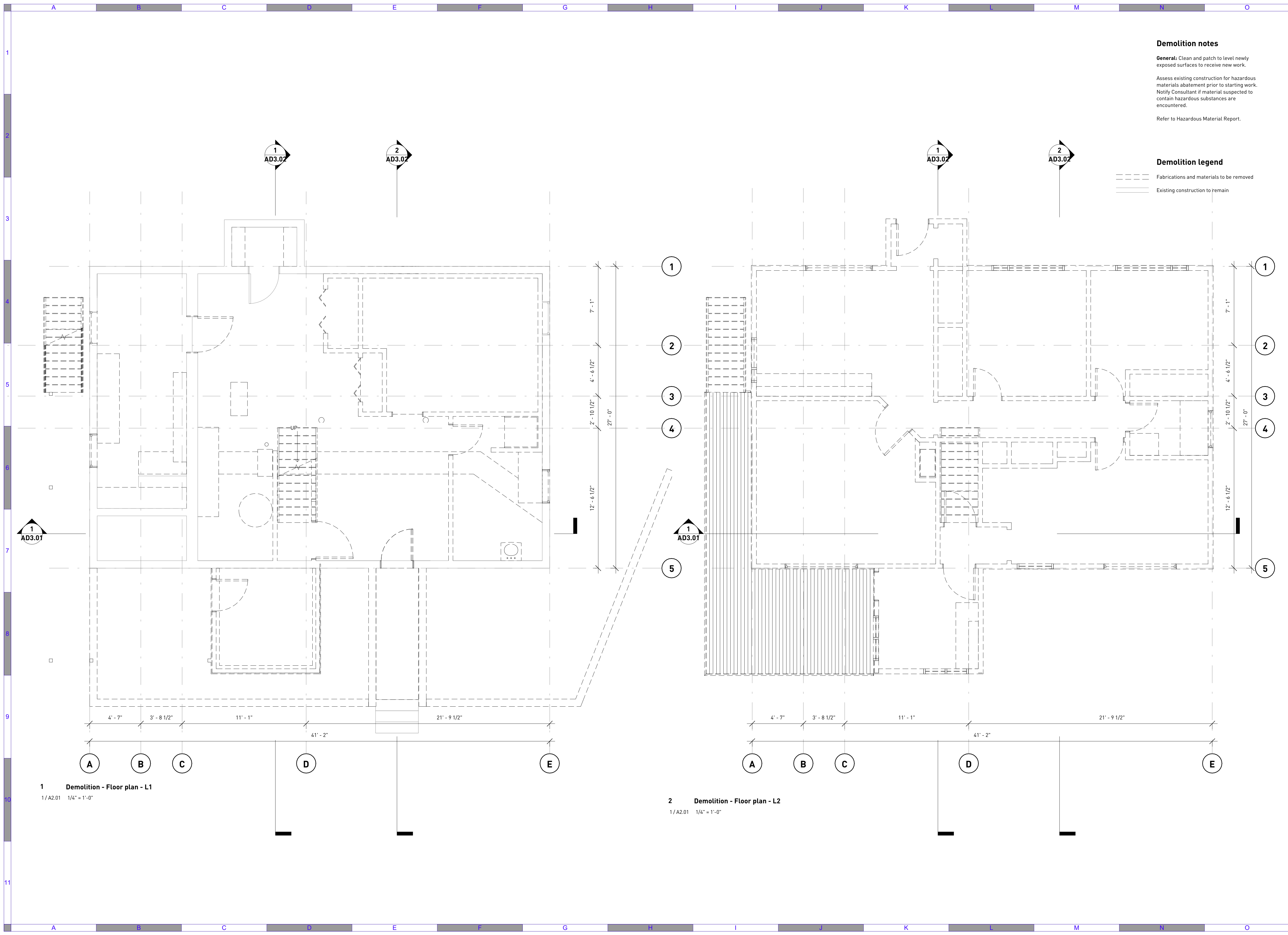
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Amphitrite House
 Casework

Sheet Number	Project Number	Drawing Number	Revision
	2110	A8.03	D



1 Demolition - Floor plan - L1
1/A2.01 1/4" = 1'-0"

2 Demolition - Floor plan - L2
1/A2.01 1/4" = 1'-0"

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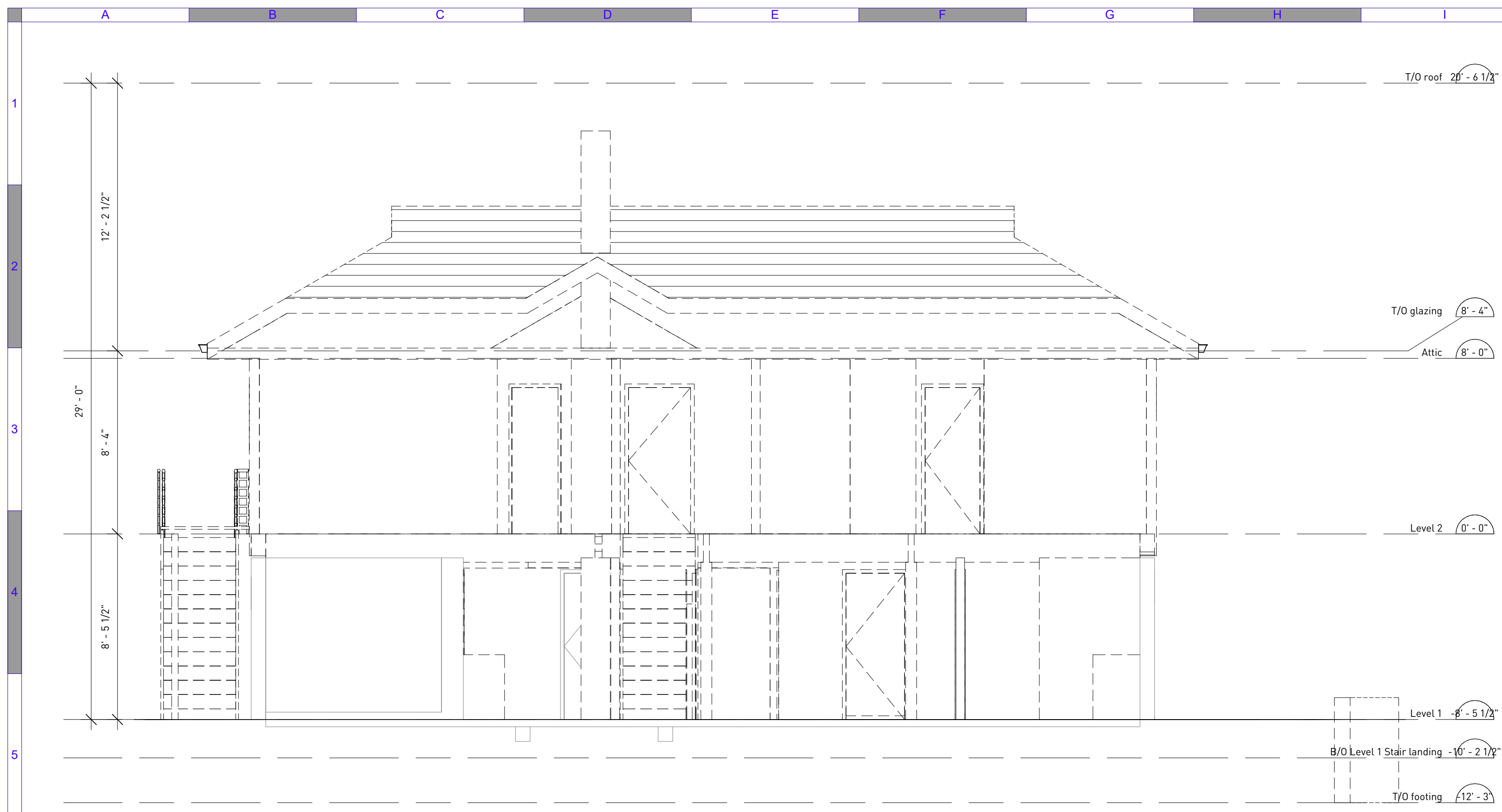
Scale
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Amphitrite House
Demolition plans

Sheet Number	Project Number	Drawing Number	Revision
	2110	AD1.01	D



1 Demolition section 1 E-W
1/AD1.01 1/4" = 1'-0"

Demolition notes

General: Clean and patch to level newly exposed surfaces to receive new work.
Assess existing construction for hazardous materials abatement prior to starting work. Notify Consultant if material suspected to contain hazardous substances are encountered.
Refer to Hazardous Material Report.

Demolition Legend

- Fabrications and materials to be removed
- Existing construction to remain

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**URBAN
SYSTEMS**

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Drawn by: SM

Amphitrite House
Demolition Sections

Sheet Number	Project Number	Drawing Number	Revision
	2110	AD3.01	D



Demolition notes

General: Clean and patch to level newly exposed surfaces to receive new work.
Assess existing construction for hazardous materials abatement prior to starting work. Notify Consultant if material suspected to contain hazardous substances are encountered.
Refer to Hazardous Material Report.

Demolition legend

- Fabrications and materials to be removed
- Existing construction to remain

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SYSTEMS**

Scale
As indicated

Quality Control by: BW
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Drawn by: SM

Amphitrite House

Demolition sections

Sheet Number	Project Number	Drawing Number	Revision
	2110	AD3.02	D

Contract Authorization - Amphitrite House Construction James MacInosh, ...

LANDSCAPE NOTES

ALL OF THE CLAUSES STATED BELOW ARE THE **MINIMUM** STANDARD UNLESS A HIGHER STANDARD HAS BEEN INDICATED ELSEWHERE IN THE CONTRACT DOCUMENTS.

A. GENERAL NOTES

- THIS DRAWING IS TO BE READ IN CONJUNCTION WITH THE WRITTEN SPECIFICATIONS, DRAWINGS, AND OTHER DETAILS AS ISSUED FOR THIS PROJECT.
- THE LIMITS OF THE WORK ARE TO BE CLEARLY UNDERSTOOD BY THE CONTRACTOR PRIOR TO ANY WORK TAKING PLACE ON SITE. THE CONTRACTOR IS TO CONTACT THE CONSULTANT FOR CLARIFICATION IF REQUIRED.
- ALL ANCILLARY WORK NORMALLY ASSOCIATED WITH THE TYPE OF CONSTRUCTION INDICATED ON THE CONTRACT DRAWINGS AND DOCUMENTS SHALL BE DEEMED TO BE PART OF THE CONTRACT.
- ANY AMBIGUITY IN THIS DRAWING OR ACCOMPANYING DETAILS IS TO BE REPORTED TO THE CONSULTANT. THE CONTRACTOR SHALL NOT PROCEED WITHOUT A CLEAR UNDERSTANDING OF THE WORK.
- THE CONTRACTOR IS RESPONSIBLE, PRIOR TO THE START CONSTRUCTION, TO COORDINATE WITH LOCAL UTILITY CORPORATIONS TO LOCATE, OR ARRANGE THE LOCATION OF ALL EXISTING UTILITIES WITHIN THE LIMITS OF WORK.
- THE CONTRACTOR IS RESPONSIBLE FOR THE HOARDING AND PROTECTION OF ALL RETAINED ELEMENTS WITHIN THE LIMITS OF WORK; INCLUDING BUT NOT LIMITED TO: EXISTING CURBS, CONCRETE, ASPHALT, GRANULAR OR OTHER SURFACES, LANDSCAPE AMENITIES AND LIVE LANDSCAPE MATERIAL, INCLUDING TREES, SHRUBS, GRASSES AND GROUNDCOVERS WITHIN, OR ADJACENT TO, THE LIMITS OF CONSTRUCTION.
- THE CONTRACTOR IS RESPONSIBLE FOR THE ADJUSTMENT OF ALL EXISTING CATCHBASINS, MANHOLES, WATER VALVES, HYDRANTS, ETC. TO MATCH PROPOSED GRADES.
- THE CONTRACTOR IS RESPONSIBLE FOR THE HAULING OF ALL EXCESS MATERIALS OFF THE SITE TO A SUITABLE AND CONTRACT ADMINISTRATOR APPROVED LOCATION.
- THE CONTRACTOR IS RESPONSIBLE FOR GENERAL SITE CLEAN UP.
- THE CONTRACTOR SHALL REPAIR, AT THEIR OWN EXPENSE, ANY DISTURBANCE OR DAMAGE BEYOND THAT STATED EXTENTS OF WORK CAUSED DURING THE COURSE OF CONSTRUCTION.
- ALL LANDSCAPE CONSTRUCTION SHOULD BE IN ACCORDANCE WITH THE CANADIAN LANDSCAPE STANDARD SECOND EDITION
- COMPACTED BASE AND GRANULAR SUB-BASE DEPTHS TO BE CONFIRMED BY GEOTECH.

B. PERMITS, MATERIAL STANDARDS AND PRODUCT TESTING

- THE CONTRACTOR SHALL ENSURE THAT ALL NECESSARY ARRANGEMENTS ARE MADE WITH APPROPRIATE REGULATORY AUTHORITIES CONCERNING THE MOVEMENT AND STORAGE OF MATERIALS AND EQUIPMENT TO, FROM AND AT THE PLACE OF WORK.
- THE CONTRACTOR SHALL PROVIDE, OR DESIGNATE A QUALITY CONTROL TEST PANEL, MIN 2.0m² IN SIZE, FOR ALL HARD SURFACE INSTALLATION AND FINISHING TREATMENTS, THESE PANELS SHALL BE COORDINATED WITH THE CONTRACT ADMINISTRATOR PRIOR TO THE START OF WORK AND USED FOR THE PURPOSE OF ESTABLISHING A MINIMUM FINISHING STANDARD FOR ALL SUBSEQUENT WORK.
- THE CONTRACTOR SHALL PROVIDE PRODUCT SAMPLES FOR ALL GRANULAR SURFACING, MULCHES AND DECORATIVE STONE. THESE SAMPLES SHALL BE PROVIDED TO THE CONTRACT ADMINISTRATOR IN SUFFICIENT QUANTITY FOR REVIEW AND APPROVAL PRIOR TO PURCHASE AND DELIVERY TO THE SITE.
- CONTRACTOR SHALL PROVIDE SOIL TEST RESULTS TO THE CONTRACT ADMINISTRATOR FOR EACH TYPE OF GROWING MEDIUM OR TOPSOIL SPECIFIED ON THE CONTRACT DOCUMENTS. SOIL TESTS SHALL BE FROM A QUALIFIED TESTING AGENCY AND SHALL INCLUDE SOIL TEXTURE AND NUTRIENT ANALYSIS AND PROVIDED PRIOR TO PURCHASE AND DELIVERY TO THE SITE. REFER TO SPECIFICATION 329119 TOPSOIL AND FINISH GRADING FOR PRODUCT STANDARDS.

C. LAYOUT

- THE CONTRACTOR SHOULD UTILIZE THE ORIGIN POINTS AS THE POINT OF REFERENCE FOR ON SITE LAYOUT.
- THE CONTRACTOR IS TO VERIFY ALL DIMENSIONS AND REPORT ANY DISCREPANCIES TO THE CONSULTANT FOR FURTHER DIRECTION.
- ON-SITE LAYOUT SHALL BE REVIEWED AND CONFIRMED BY THE CONTRACT ADMINISTRATOR PRIOR TO IMPLEMENTATION OF WORK.

D. MATERIALS

- THE CONTRACTOR SHALL SUPPLY ALL MATERIALS NEW AND IN QUANTITIES SUFFICIENT TO COMPLETE THE WORK SHOWN ON THE DRAWINGS. ANY DISCREPANCIES IN QUANTITIES SHALL BE REPORTED TO THE CONSULTANT FOR DIRECTION.
- THERE SHALL BE NO SUBSTITUTIONS OF CONTRACT DOCUMENT SPECIFIED MATERIALS AND PRODUCTS WITHOUT PRIOR APPROVAL OR DIRECTION IN WRITING FROM THE CONTRACT ADMINISTRATOR.

E. PLANTING

- ALL PLANT MATERIAL SHALL BE NURSERY GROWN STOCK; LOCALLY HARDENED AND ACCLIMATIZED UNLESS APPROVED OTHERWISE, AND SHALL MEET OR EXCEED THE SPECIFICATIONS OF THE CANADIAN NURSERY TRADES ASSOCIATION FOR SIZE, HEIGHT, SPREAD, GRADING, QUALITY, AND METHOD OF CULTIVATION.
- ALL SOD AREAS SHALL HAVE A MINIMUM TOPSOIL/GROWING MEDIUM DEPTH OF 100mm UNLESS OTHERWISE NOTED.
- ALL SEED AREAS SHALL HAVE A MINIMUM TOPSOIL/GROWING MEDIUM DEPTH OF 150mm UNLESS OTHERWISE NOTED.
- ALL PLANTING BEDS AND TREE WELLS SHALL RECEIVE 75mm DEPTH BARK MULCH UNLESS OTHERWISE NOTED.
- ALL PLANTING SOIL INCLUDING GROWING MEDIUM AND SITE TOPSOIL SHALL BE DEEMED AND GUARANTEED TO BE FREE OF WEEDS AND WEED SEEDS PRIOR TO PLACEMENT.
- SITE TOPSOIL, RELOCATED OR PLACED FROM STOCKPILE, SHALL BE MANAGED AND/OR TREATED TO RENDER PRE-EXISTING SEED BANK WITHIN THE SOIL STERILE.

F. ESTABLISHMENT MAINTENANCE

- ESTABLISHMENT MAINTENANCE SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR INSTALLING THE LANDSCAPE MATERIAL, AND SHALL BE PERFORMED UNTIL THE CONTRACTUAL CONDITIONS OF ACCEPTANCE HAVE BEEN MET COLLECTIVELY FOR ALL LANDSCAPE WORKS, INCLUDING: TREES, SHRUBS, GROUNDCOVERS, SOD GRASS, HYDROSEED GRASS, AND NATURALIZED AREAS.
 - THE CONDITIONS OF ACCEPTANCE SHALL MEAN:
 - TREES, SHRUBS, GROUNDCOVERS HAVE BEEN INSTALLED AS PER THE CONTRACT DOCUMENTS.
 - SOD HAS BEEN INSTALLED AS PER THE CONTRACT DOCUMENTS AND THE ROOTS ARE SUFFICIENTLY KNITTING INTO THE GROWING MEDIUM.
 - HYDROSEED/SEED GRASS IRRIGATED AREAS ARE ENTIRELY FREE OF UNDESIRABLE WEEDS OR BARE SPOTS; GRASS HAS BEEN FERTILIZED AT LEAST TWICE; AND GRASS HAS BEEN MOWN AT LEAST TWICE TO A HEIGHT OF 60mm.
 - HYDROSEED UN-IRRIGATED NATURALIZED GRASS AREAS ARE ENTIRELY FREE OF UNDESIRABLE WEEDS; GRASS OF SPECIFIED SPECIES HAS GERMINATED WITH A MINIMUM 25mm GROWTH ABOVE AND BELOW GRADE; A MINIMUM OF 25 GERMINANTS ARE VISIBLE IN ANY GIVEN 1.0m².
- ON UN-IRRIGATED SITES, THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROVISION OF SUPPLEMENTAL WATER AS NECESSARY TO ALL INSTALLED LANDSCAPE UNTIL THE CONDITIONS OF ACCEPTANCE HAVE BEEN MET (HAND WATER, TRUCK WATER OR TEMPORARY IRRIGATION SYSTEM).
- THE WARRANTEE PERIOD FOR ALL PLANT MATERIAL SHALL NOT BEGIN UNTIL THE CONDITIONS OF ACCEPTANCE HAVE BEEN MET COLLECTIVELY FOR ALL LANDSCAPE WORKS, INCLUDING: TREES, SHRUBS, GROUNDCOVERS, SOD GRASS, HYDROSEED GRASS, AND NATURALIZED AREAS.
- ALL TREE STAKES ARE TO BE REMOVED BY THE CONTRACTOR AT THE END OF THE WARRANTEE PERIOD. NO ADDITIONAL PAYMENT WILL BE MADE FOR STAKE REMOVAL.

LANDSCAPE SHEET INDEX

SHEET	DESCRIPTION
L01	OVERALL LANDSCAPE PLAN
L02	DEMOLITION AND REMOVALS PLAN
L03	MATERIALS PLAN
L04	LAYOUT PLAN
L05	PLANT LIST AND NOTES
L06	PLANTING PLAN
L07	DETAILS
L08	DETAILS



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Scale
1:200
0 4 8m

Quality Control by D. Todd
Designed by T. Thompson
Drawn by B. Mendes

AMPHITRITE POINT
OVERALL LANDSCAPE PLAN

Sheet Number	Project Number	Drawing Number	Revision	## of 15
	1427.0009.01	L01	C	

ANSI expand D (34.00 x 22.00 inches) 25mm

NOT FOR CONSTRUCTION Page 130 of 285

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Contract Authorization - Amphitrite House Construction James MacInosh, ...

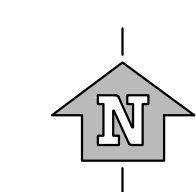
\\s:\urban-systems.com\projects\Projects_VIC\1427000901\1D-Design\20_PROD\L01-L04-1427000901-PLANS.dwg, L02 DEMOLITION AND REMOVALS PLAN, 2022-06-10 07:36 am bmemdes

DEMOLITIONS AND REMOVALS LEGEND

SYMBOL	DESCRIPTION
	EXISTING CONCRETE TO BE REMOVED
	EXISTING RETAINING WALL TO BE REMOVED
	EXISTING PATHWAY TO BE REMOVED
	EXISTING SHRUBS TO REMAIN AND PROTECT
	TREE PROTECTION FENCING
	EXISTING TREES TO BE REMAIN AND PROTECT

DEMOLITIONS AND REMOVALS NOTES

1. VEGETATION TO BE REMOVED PER CLEARING AND GRUBBING SPECIFICATIONS.
2. EXISTING SOD THAT MUST BE REMOVED FROM CONSTRUCTION SHALL BE DISPOSED OF TO A COMPOST FACILITY. CONTRACTOR TO PROVIDE VERIFICATION TO CONTRACT ADMINISTRATOR.
3. PROTECT AND RETAIN EXISTING CONCRETE WHERE SHOWN.



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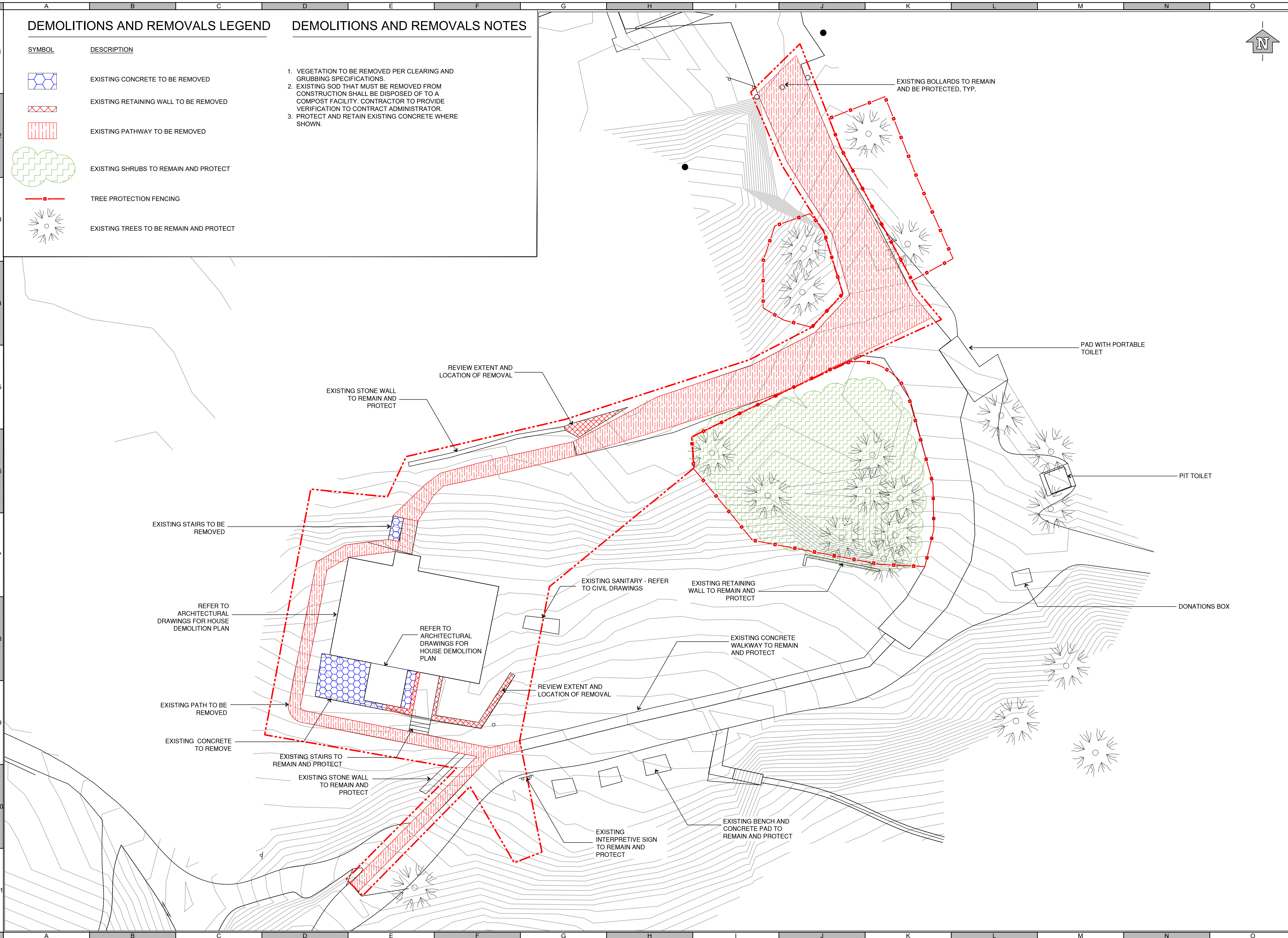
URBAN SYSTEMS

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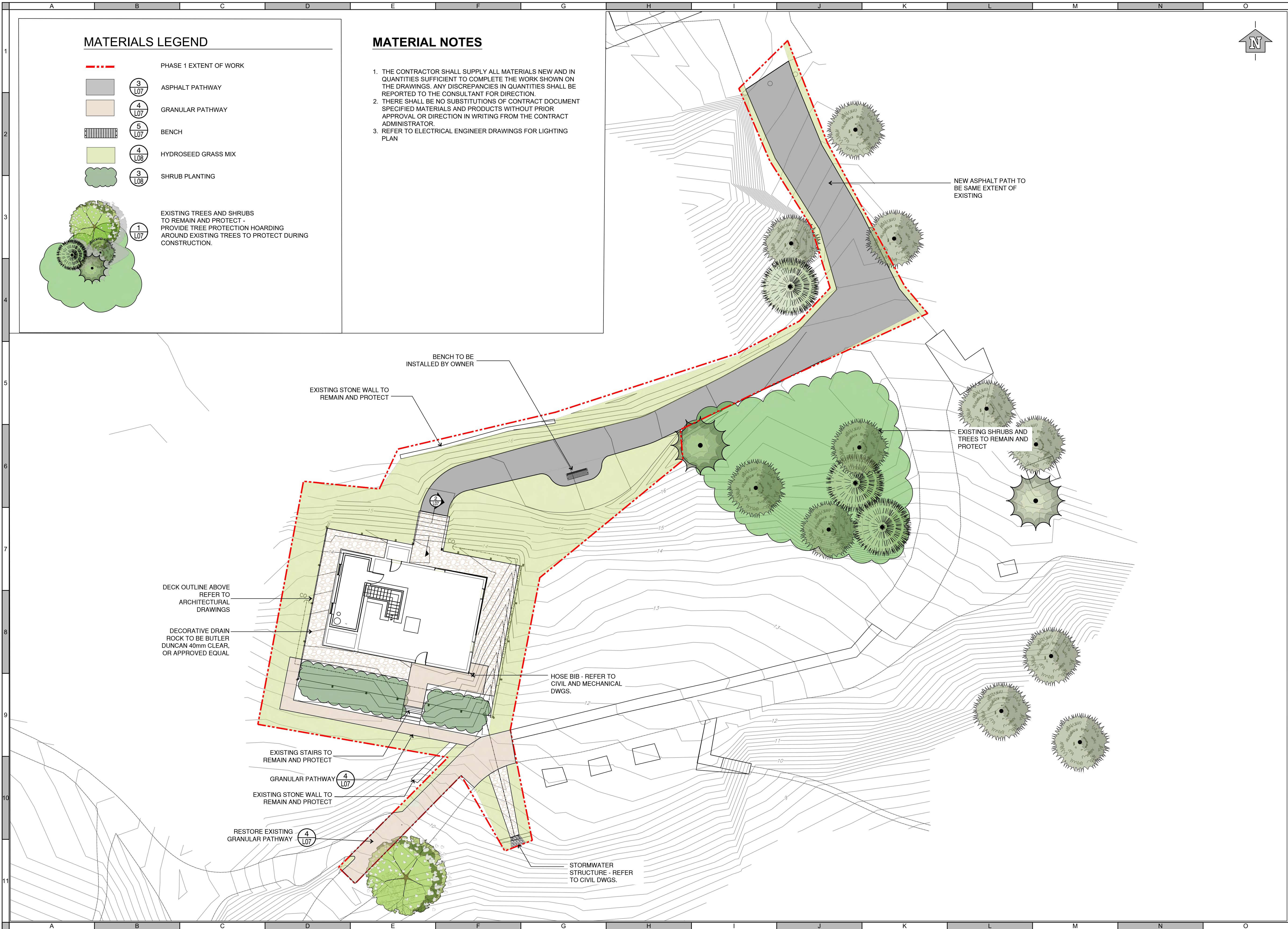
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DEMOLITION AND REMOVALS PLAN

Sheet Number	## of 15
Project Number	Drawing Number
1427.0009.01	L02
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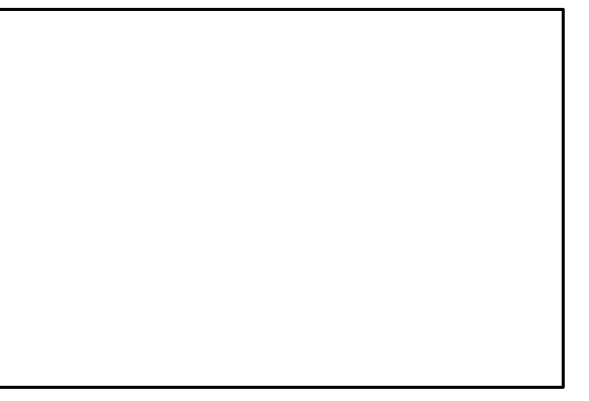
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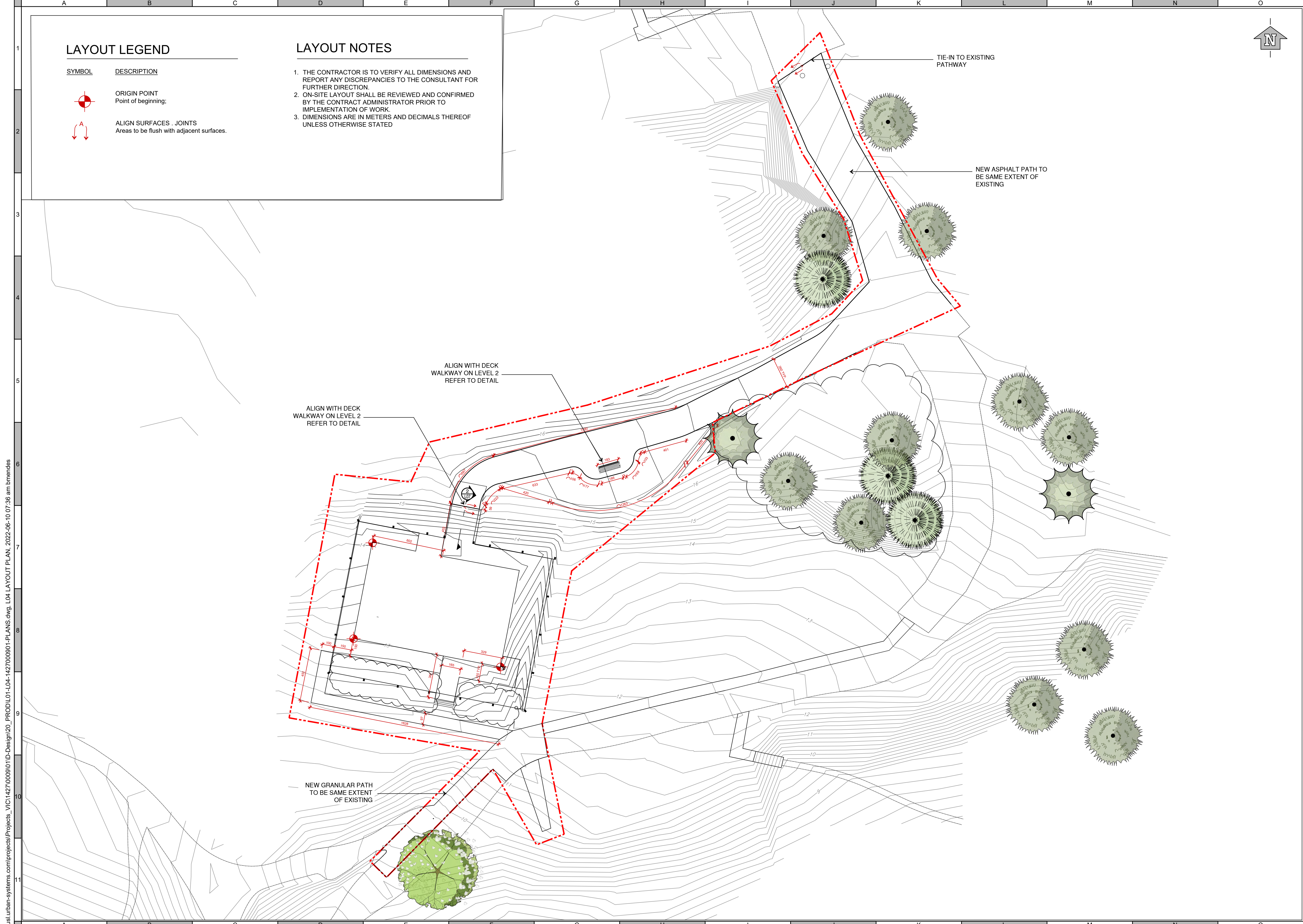
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AMPHITRITE POINT
MATERIALS PLAN

Sheet Number 1427.0009.01
Project Number L03
Revision C

of 15
Revision

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LAYOUT LEGEND

SYMBOL	DESCRIPTION
	ORIGIN POINT Point of beginning;
	ALIGN SURFACES . JOINTS Areas to be flush with adjacent surfaces.

LAYOUT NOTES

1. THE CONTRACTOR IS TO VERIFY ALL DIMENSIONS AND REPORT ANY DISCREPANCIES TO THE CONSULTANT FOR FURTHER DIRECTION.
2. ON-SITE LAYOUT SHALL BE REVIEWED AND CONFIRMED BY THE CONTRACT ADMINISTRATOR PRIOR TO IMPLEMENTATION OF WORK.
3. DIMENSIONS ARE IN METERS AND DECIMALS THEREOF UNLESS OTHERWISE STATED

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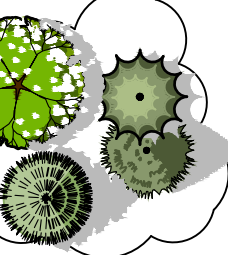
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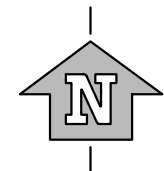
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AMPHITRITE POINT
LAYOUT PLAN

Sheet Number # of 15
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1427.0009.01 L04 C

PLANT SCHEDULE

SHRUBS	CODE	COMMON NAME	BOTANICAL NAME	CONTAINER	SPACING (M)	HEIGHT (MM)	SPREAD (MM)
	BS	DEER FERN	BLECHNUM SPICANT	#1	0.60	600	300
	GS	SALAL	GAULTHERIA SHALLON	#1	1.00	450	400
	PM	WESTERN SWORD FERN	POLYSTICHUM MUNITUM	#2	0.90	600	400
		HYDROSEED GRASS MIX REFER TO NOTES AND SPECIFICATIONS					
		EXISTING TREES AND SHRUBS TO REMAIN AND PROTECT					



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HYDROSEED GRASS MIX - GRASS RESTORATION

1. GRASS SEEDING SHALL BE TO THE STANDARD OF CLASS 1 (LAWN) AS SPECIFIED IN THE CANADIAN LANDSCAPE STANDARD.
2. TOPSOIL / GROWING MEDIUM FOR SEEDED AREAS SHALL MEET THE CANADIAN LANDSCAPE STANDARD SPECIFICATIONS FOR TYPE 2L.
3. SUBCONTRACTOR EXPERIENCE
 - 3.1. THE SUBCONTRACTOR PERFORMING HYDRAULIC SEEDING SHALL HAVE A MINIMUM 10 YEARS OF EXPERIENCE AND PROVEN SUCCESS IN THE INSTALLATION AND ESTABLISHMENT OF NATURALIZED BUNCHGRASS USING HYDRAULIC SEEDING METHODOLOGY.
 - 3.2. EXPERIENCE SHALL INCLUDE THE SUCCESSFUL SEEDING AND ESTABLISHMENT OF AT LEAST 5 PROJECTS WITHIN THE LAST 5 YEARS OF SIMILAR SCOPE, SIZE AND CLIMATIC CONDITIONS.
 - 3.3. THE SUBCONTRACTOR SHALL PROVIDE PROOF OF EXPERIENCE FOR REVIEW BY THE CONTRACT ADMINISTRATOR PRIOR TO COMMENCING APPLICATION OF HYDRAULIC SEEDING.
 - 3.4. THE CONTRACT ADMINISTRATOR RESERVES THE RIGHT TO REJECT ANY SUBCONTRACTOR THAT DOES NOT MEET THESE STATED QUALIFICATIONS.
4. GROWING MEDIUM/TOPSOIL
 - 4.1. IMPORTED GROWING MEDIUM, INTENDED FOR USE AT NATURALIZED GRASS AREAS SHALL CLEAN, AND ENTIRELY FREE OF WEED SEEDS.
 - 4.2. SITE TOPSOIL, IF USED, SHALL BE TREATED WITH A PRE-EMERGENT HERBICIDE, APPLIED AND INCORPORATED INTO THE SOIL AS PER MANUFACTURER'S INSTRUCTIONS. SEED APPLICATION SHALL BE DELAYED AS NECESSARY TO ACCOMMODATE RECOMMENDATION OF THE PRE-EMERGENT MANUFACTURER.
5. SEED MIX (RICHLAWN SUN & SHADE LAWN MIX)
 - 5.1. ALL AREAS

COMMON NAME	BOTANICAL NAME	% BY WEIGHT
5.1.1 KENTUCKY BLUEGRASS	ACHILLEA MILLEFOLIUM	5%
5.1.1 CREEPING RED FESCUE	FESTUCA CAMPESTRIS	30%
5.1.1 CHEWINGS FESCUE	FESTUCA SAXIMONTANA	15%
5.1.1 TURF PERENNIAL RYEGRASS	KOELERIA CRISTATA	50%
6. SEEDING RATE
APPLY SEED MIX AT 300 KG PER HECTARE
7. HYDRO MULCH PRODUCTS
 - 7.1. APPROVED SOIL AMENDMENTS AND HYDRAULIC MULCH FOR THIS PROJECT INCLUDE THE FOLLOWING PRODUCTS:
 - 7.1.1 PROFILE PRODUCTS - AQUA PHIX
 - 7.1.1 PROFILE PRODUCTS - JUMPSTART
 - 7.1.1 PROFILE PRODUCTS - BIOPRIME
 - 7.1.1 PROFILE PRODUCTS - PROGANICS
 - 7.1.1 PROFILE PRODUCTS - FLEXTERRA
 - 7.1.1 PROFILE PRODUCTS - FLEXTERRA HP-FGM
 - 7.1.1. NO SUBSTITUTES FOR SPECIFIED PRODUCTS WILL BE ALLOWED
8. HYDRO MULCH APPLICATION RATES
 - 8.1. AS NOTED OR AS AMENDED PER SOIL TEST RESULTS

8.1.1 SOLUBLE GYPSUM (GENERIC)	560 KG/ ha (500lb/Ac)
8.1.1 PROFILE AQUA PHIX	42.5 l/ha (10 USgal/Ac)
8.1.1 PROFILE JUMPSTART	21.25 l/ha (5 USgal/Ac)
8.1.1 PROFILE BIOPRIME	180 kg/ha (160lb/Ac)
8.1.1 PROFILE PROGANICS	5000 kg/ha (4500lb/Ac)
8.1.1 PROFILE FLEXTERRA	3950 kg/ha (3500lb/Ac)
 - 8.2. AS NOTED OR TO SUIT NUTRIENT DEFICIENCIES AND DESIRED ESTABLISHMENT PARAMETERS
 - 8.2.1 FERTILIZER 500 KG/ha
9. HYDROMULCH EXECUTION (TWO STEP PROCESS)
 - 9.1. THOROUGHLY MIX GYPSUM, AQUA PHIX, FERTILIZER, JUMPSTART, BIOPRIME, PROGANICS AND ANY OTHER RECOMMENDED AMENDMENTS IN HYDRAULIC SEED TANK AND SPRAY ON SLOPE.
 - 9.2. THOROUGHLY MIX FLEXTERRA AND SPRAY ON SLOPE TO CAP OTHER APPLICATIONS.
10. ESTABLISHMENT
 - 10.1. CONTRACTOR SHALL INCLUDE AND CONFIRM ESTABLISHMENT OF THE NATURALIZED GRASS AREAS IN THE BID PRICE U.N.O.
 - 10.2. CONTRACTOR SHALL MONITOR, OBSERVE AND PERFORM NECESSARY ESTABLISHMENT TASKS FOR ONE FULL GROWING SEASON FOLLOWING INITIAL APPLICATION.
 - 10.3. THROUGHOUT THE ESTABLISHMENT PERIOD THE CONTRACTOR SHALL PERFORM THE FOLLOWING TASKS:
 - 10.3.1 VISIT THE SITE AT 3 WEEK INTERVALS THROUGH THE FIRST 12 WEEKS TO OBSERVE DESIRED SEED GERMINATION AND BROADLEAF WEED GROWTH.
 - 10.3.2 HAND-WEED OR APPLY BROADLEAF HERBICIDE

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AMPHITRITE POINT

PLANT LIST AND NOTES

Sheet Number	## of 15
Project Number 1427.0009.01	Drawing Number ###
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- 33 BS
- 12 GS
- 18 GS
- 40 PM
- 23 BS

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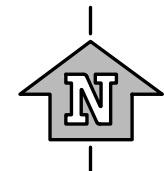
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Scale 1:150
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AMPHITRITE POINT
 PLANTING PLAN

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 Project Number 1427.0009.01 Drawing Number ### Revision C



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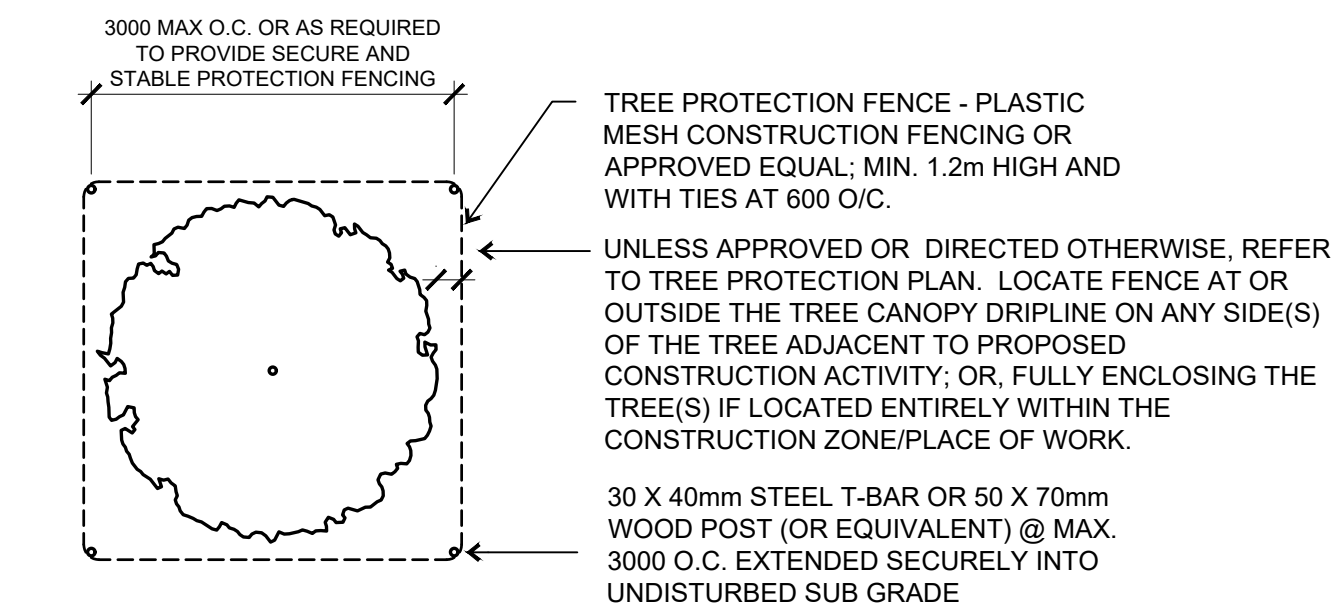
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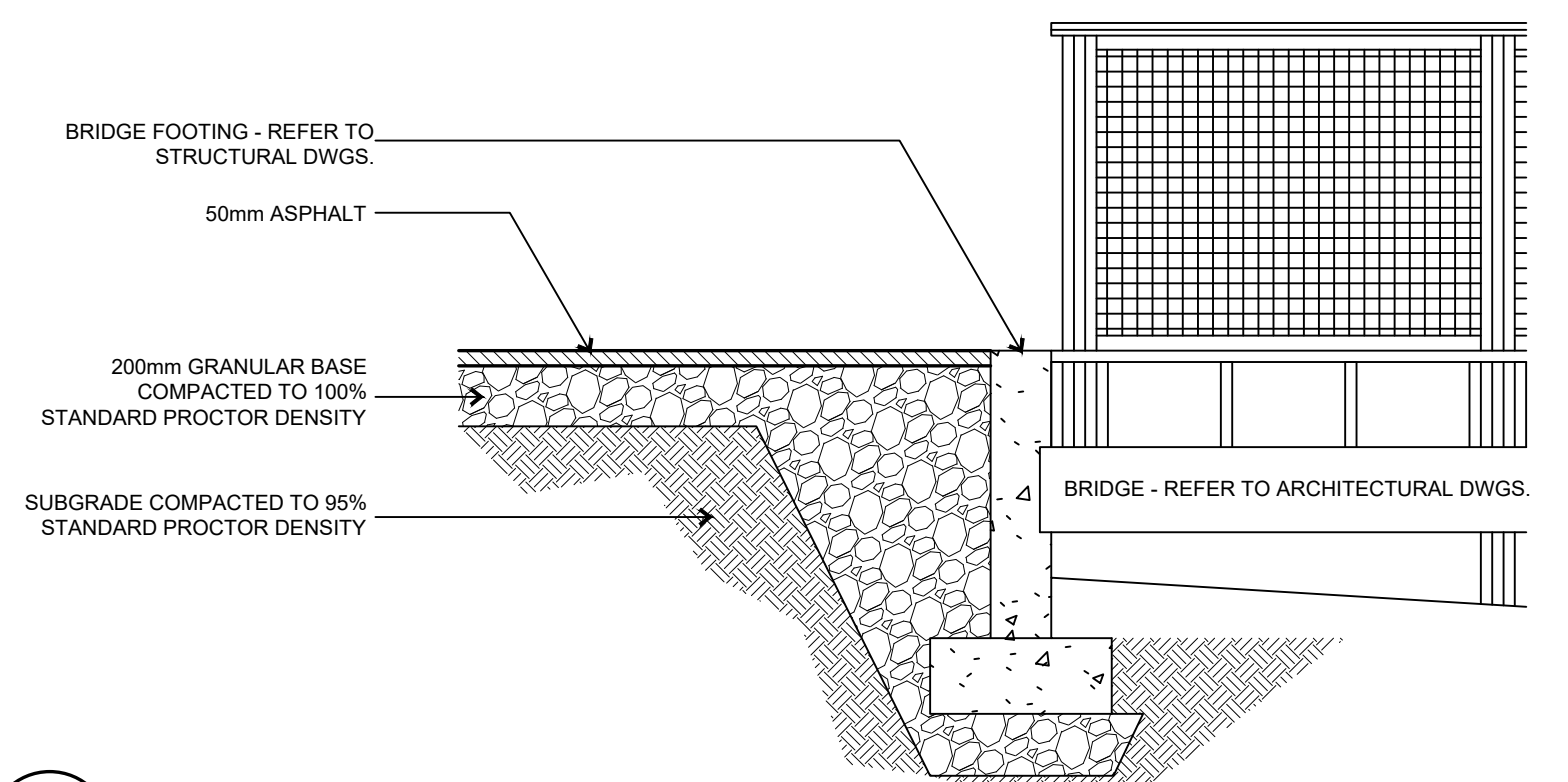
AMPHITRITE POINT DETAILS

Sheet Number 14 of 15
Project Number 1427.0009.01 Drawing Number L07 Revision C

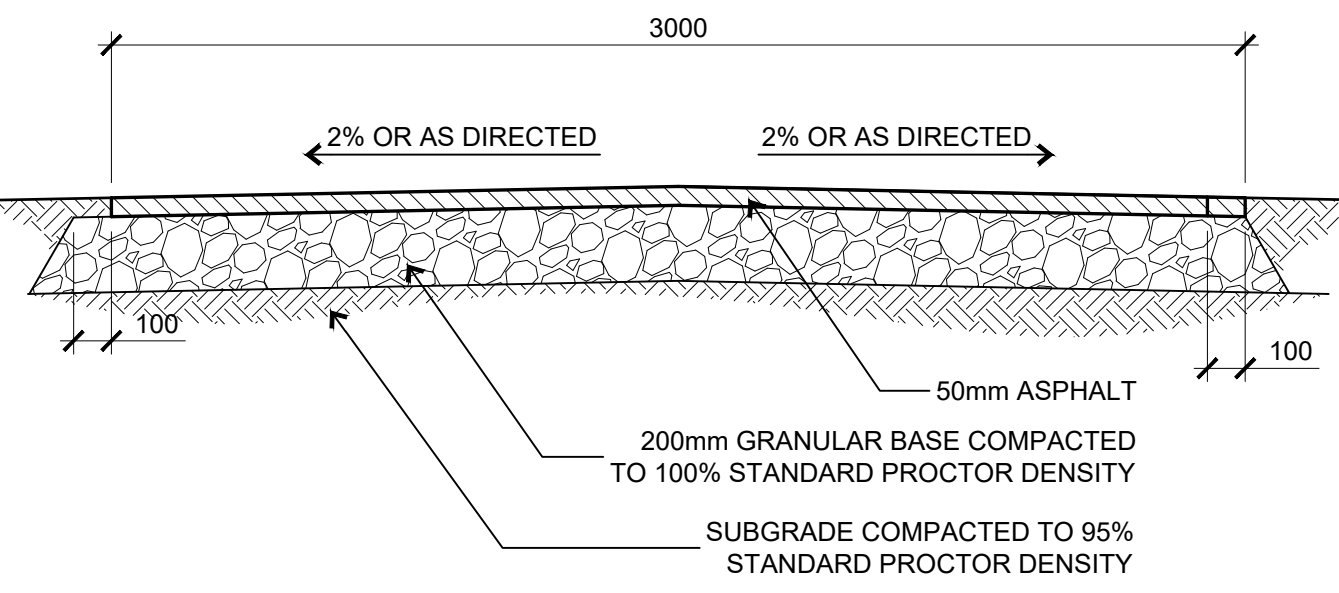


- NOTES:**
- TREE PROTECTION DETAIL IS SHOWN FOR INDIVIDUAL TREES.
 - TREE PROTECTION FENCING TO BE INSTALLED AROUND ALL RETAINED TREES.
 - EXTEND FENCING AS NECESSARY WHERE GROUPINGS OF RETAINED TREES HAVE OVERLAPPING CANOPIES.

1 TREE PROTECTION FENCING
SCALE 1:100 P1-1427-0009-01-05

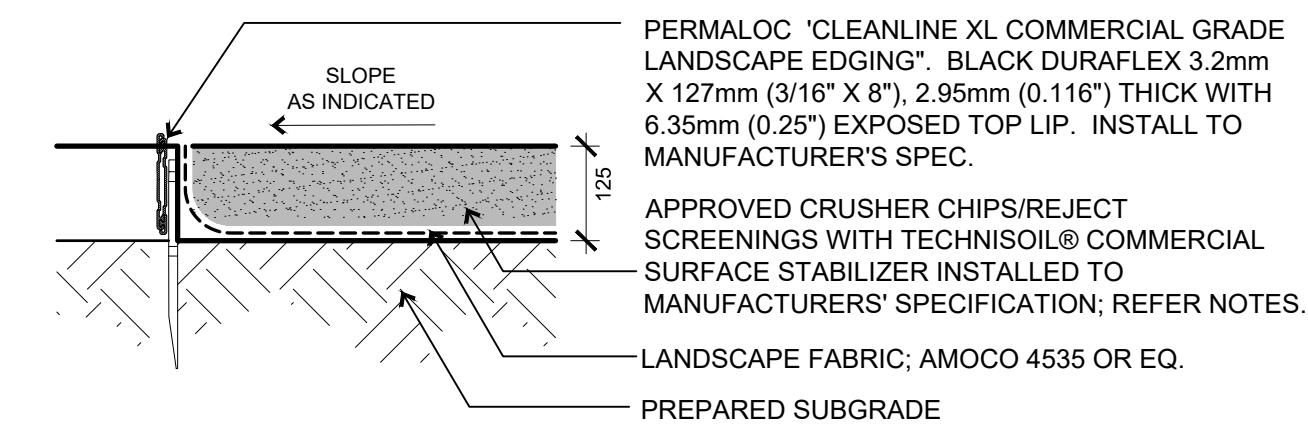


2 BRIDGE-PATH SECTION
SCALE 1:25 P1-1427-0009-01-67



- NOTES:**
- SURFACE COURSE AGGREGATES OF ALL HOT MIX ASPHALT PAVED TRAILS TO CONFORM TO FINE MIX (12.5mm) STANDARDS

3 ASPHALT PATHWAY
SCALE 1:20 P1-1427-0009-01-28



- SOIL STABILIZER NOTES:**
- PREPARE SUBGRADE TO 98%MPD AND INSTALL AGGREGATE TO SPEC'D THICKNESS.
 - ENSURE MOISTURE CONTENT IS WITHIN MANUFACTURERS SPECIFICATION.
 - APPLY TECHNISOIL® COMMERCIAL SURFACE TOPICALLY TO SURFACE AT 20 SF./GALLON.
 - COMPACT ALL WITH VIBRATORY PLATE COMPACTOR OR DOUBLE DRUM ROLLER IN 2 PASSES.
 - APPLY TECHNISOIL® COMMERCIAL SURFACE "2ND COAT" AT 30 SF./ GALLON.
 - APPLY TECHNISOIL® "TOP COAT" AT 40 SF./ GALLON.

THIS IS AN ABBREVIATED FORM OF THE MANUFACTURERS REQUIREMENTS. (REFER TO THE MANUFACTURERS INFORMATION FOR DETAILED INSTALLATION & SPECIFICATIONS.)

4 GRANULAR PATHWAY
SCALE 1:10 P1-1427-0009-01-35

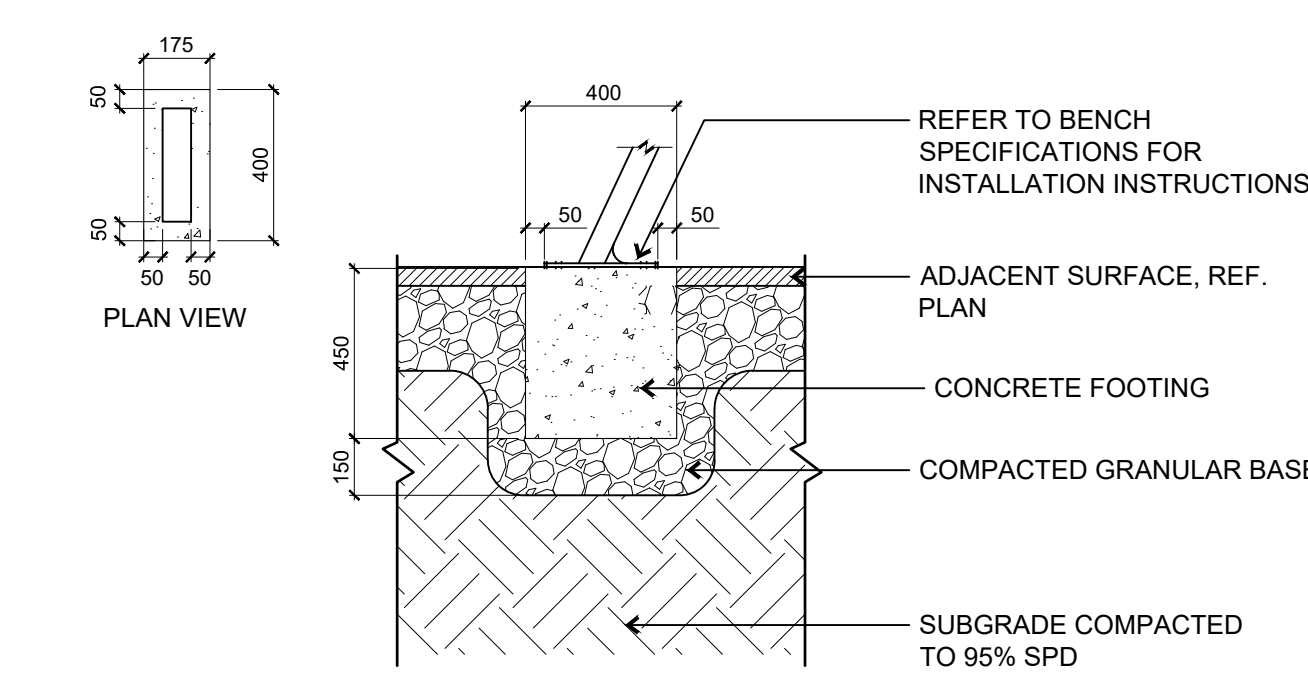


FIG: EXAMPLE OF BENCH

- NOTES:**
- MODEL: BAYSIDE PARK BENCH WITH ARMRESTS (BS-6).
 - FINISHES/ MATERIALS: POWDER COATED FRAME; TEXTURED SILVER RECYCLED PLASTIC LUMBER; SAND SURFACE MOUNT TO CONCRETE FOOTINGS AS PER MANUFACTURERS SPECIFICATIONS.
 - AVAILABLE FROM: WISHBONE SITE FURNISHINGS TEL: +18666260476 <https://wishbonetd.com/>

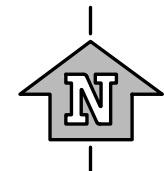
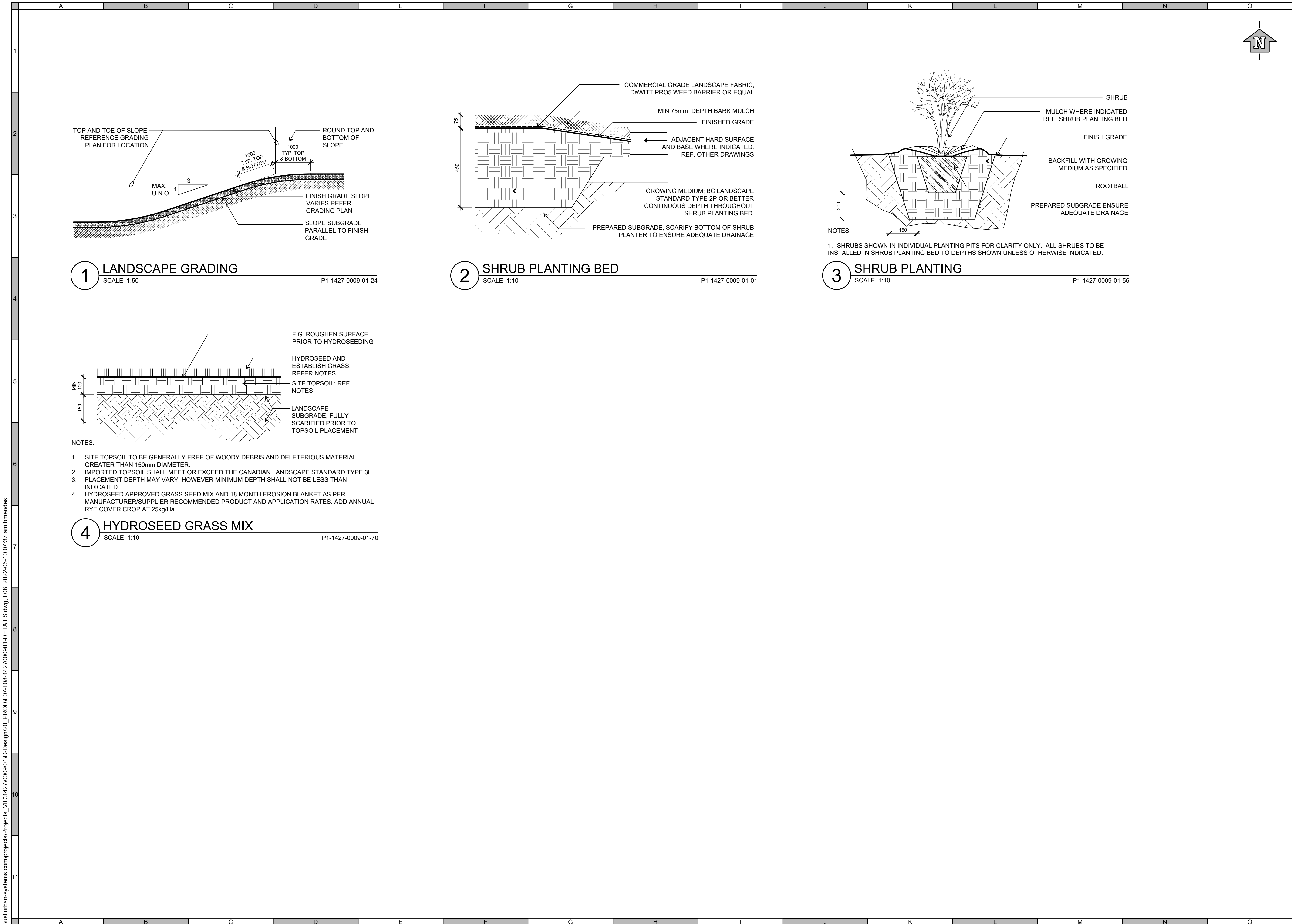
SITE FURNISHINGS WILL BE SUPPLIED BY OWNER

5 BENCH
SCALE N.T.S. P1-1427-0009-01-61



6 BENCH CONCRETE FOOTING
SCALE 1:20 P1-1427-0009-01-72

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Professional Seals

#	Date	Issue / Revision	App
A	2022.02.07	DESIGN DEVELOPMENT 100%	TT
B	2022.05.26	CONSTRUCTION DOCUMENTS 50%	TT
C	2022.06.10	ISSUED FOR TENDER	TT

URBAN SYSTEMS

Scale 1:XXX SCALE NOT SELECTED

Quality Control by D. Todd
Designed by T. Thompson
Drawn by B. Mendes

AMPHITRITE POINT DETAILS

Sheet Number 15 of 15
Project Number 1427.0009.01 Drawing Number L08 Revision C

NOT FOR CONSTRUCTION



REPORT TO COUNCIL

Council Meeting: September 20, 2022

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM:	ABIGAIL K. FORTUNE, DIRECTOR OF PARKS & RECREATION	FILE NO: 1855-03
SUBJECT:	RESORT DEVELOPMENT STRATEGY FINAL DRAFT	REPORT NO: 22- 144
ATTACHMENT(S):	APPENDIX A - RESORT DEVELOPMENT STRATEGY DRAFT	

RECOMMENDATION(S):

THAT Council approve the submission of Ucluelet’s Resort Development Strategy 2022 – 2025 to the Ministry of Tourism, Arts, Culture and Sport for ministerial approval.

BACKGROUND:

A Resort Development Strategy (RDS) is a requirement of the Resort Municipality Initiative (RMI) program. All RMI communities must develop and receive Ministry approval of a three-year RDS for the 2022 - 2025 program term. In general, the strategy and spending plan may only support projects that have a direct tourism link, and strengthen and further the development of tourism within the community. The Ministry has completed an initial review of Ucluelet’s RDS with the final draft due to the Province on September 30th, 2022.

In the development of the RDS Staff reviewed eligible capital projects and initiatives identified through documents such as the Official Community Plan, Draft Tourism Plan, Council Strategic Plan, Harbour Master Plan, Wild Pacific Trail Strategic Plan, Tourism Ucluelet, and general direction from Council and community on other tourism-related infrastructure and events.

On April 26, 2022, staff presented a report to the Committee of the Whole regarding the Resort Development Strategy for their input. After discussion around the various proposed projects, Council listed as their priority, washrooms at the trailheads, the Village Green playground, the Amphitrite House project, First Nations Tourism Development, and the addition of more prominent winter lighting in Ucluelet. These projects have been captured in the updated Resort Development Strategy.

FUNDING & BUDGET:

The fixed base funding for the District of Ucluelet RMI funds annually for 2022 – 2025 RDS cycle is \$488,392. Additionally, the District may receive “performance lifts” based on the previous year’s Municipal & Regional District Tax (MRDT) and its success.

The Chief Financial Officer has reviewed the proposed budget for the RDS. If the proposed RDS is approved by the Ministry, the Director of Parks and Recreation will still be required to present these projects to Council for the upcoming five-year financial plan process.

ANALYSIS OF OPTIONS

By approving the Resort Development Strategy document for the 2022 – 2025 cycle, this allows the District of Ucluelet to move forward on their Tourism Infrastructure and Tourism Services funded through Resort Municipality Initiative funds.

The other option, if Council so chooses, is that they could make further amendments to the RDS document through motions of Council before the document is submitted to the province. This would allow Council to make changes within the document if they so desired.

A	Approve the RDS as presented	<u>Pros</u>	<ul style="list-style-type: none"> Allows the RDS to be submitted to the Province for Ministerial Approval by the deadline of September 30, 2022
		<u>Cons</u>	<ul style="list-style-type: none"> None
		<u>Implications</u>	<ul style="list-style-type: none"> Minimal staff time to finalize and submit the RDS to the Ministry Staff would be required through the capital budget process to bring forward the additional RMI projects
B	Amend the RDS and submit	<u>Pros</u>	<ul style="list-style-type: none"> Projects listed in the RDS would further reflect Council's priorities
		<u>Cons</u>	<ul style="list-style-type: none"> Staff would not be able to bring the revised plan back to Council for a final review prior to submitting it to the province by the required deadline.
		<u>Implications</u>	<ul style="list-style-type: none"> Staff would rework the document as amended prior to September 30, 2022. The RMI budget would need to be adjusted to reflect the requested changes.
		<u>Suggested Motion</u>	<p>THAT Council direct staff to amend the Resort Development Strategy by (adding/removing) _____; and,</p> <p>THAT Council approved the submission of Ucluelet's Resort Development Strategy to the Province upon staff updating the Resort Development Strategy as directed by Council at the September 20, 2022, regular meeting of Council.</p>

NEXT STEPS

- Submit Ucluelet's Resort Development Strategy 2022 – 2025 to the Ministry of Tourism, Arts, Culture and Sport

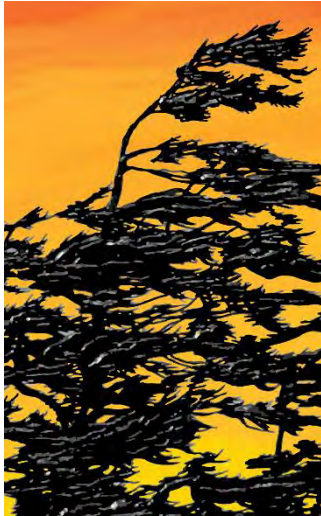
Respectfully submitted: **Abigail K Fortune, Director of Parks & Recreation**
Duane Lawrence, CAO



Resort Development Strategy

2022/23 – 2024/25

Background



The District of Ucluelet acknowledges that we are located on the traditional territory (ḥaahḥuuti) of the Yuuḥuḥiḥath (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, individual and personal ties.

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 Nuuchahnulth 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 recognized 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

1. Vision

Vision: Tourism in Ucluelet welcomes visitors year-round for genuine, immersive, and restorative West Coast experiences that are respectful of our environment, cultures, and people

Focus Areas:

- Environmental stewardship
- Vibrant businesses and communities
- Diverse, quality, and genuine offerings year-round
- Managed growth
- Robust tourism foundation

The following guiding principles 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

As a Resort Municipality, the tourism sector remains a strong and growing part of its economy of Ucluelet as well as working town. 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 is 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 maximizing the quality of life for both residents and visitors.

2. Goals

Goal 1: To increase visitor satisfaction through the development, upgrade and installation or enhancement of infrastructure;

Goal 2: To increase the number of accessible/barrier free amenities through the design of accessible infrastructure;

Goal 3: To increase sustainable tourism practices by working with partners to ensure sustainability through programming;

Goal 4: To support economic strategies that attract more visitors and extend stays through more visitor services, activities and accommodation resulting in a more vibrant economy;

Goal 5: To extend tourism season by providing infrastructure and amenities that support year-round enjoyment and access to the West Coast; and

Goal 6: To increase repeat visitor visitation through education amenities, and quality events.

3. Stakeholder Consultation

The District of Ucluelet, over the years, has met with key stakeholders to discuss RMI spending priorities and best practices. Along with the District of Ucluelet's Mayor, Council, and senior staff, and our two key stakeholders, Tourism Ucluelet and Ucluelet Chamber of Commerce, have worked together to provide a well represented and diverse cross section of tourism products from retailers to accommodation providers and adventure tourism businesses. As in small towns most of the participants involved in this stakeholder group wear multiple roles in the community. These meetings have helped to shape the projects in the RDS. The District of Ucluelet has also held several public realm project open houses in which the RMI projects have been the focal point of the presentations for community input.

The projects that have resulted from these meetings will be communicated to stakeholders and the community at large on a regular basis as follows:

- By special ceremonies when the improved facilities/infrastructure open.
- By communicating the projects goals and outcomes and acknowledgement of partner contributions in media releases and press releases.
- On the District website and Facebook page.

- Signage installed with all infrastructure projects to acknowledge provincial contributions and those of other funders.
- Improvements will be posted to recognize that they were made possible by the Province of British Columbia's Resort Municipality Initiative Program.
- By issuance of regular news bulletins throughout the community; and, with effective and ongoing consulting with stakeholders and local and non-local media.

Stakeholders

- District of Ucluelet
- Tourism Ucluelet
- Wild Pacific Trail Society
- The Community
- Yuuṭuʔiʔath (Ucluelet First Nation)

First Nation Engagement

The District of Ucluelet acknowledges that we are located on the traditional territory (ḥaahṭuuti) of the Yuuṭuʔiʔath (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, individuals and personal ties.

The District aims to broaden and strengthen this relationship to better the lives of all community members. The District has held a few Community to Community (C2C) Forums under the Province's initiative with the Yuuṭuʔiʔath (Ucluth First Nation) with remarkable success. From these C2C meetings a Protocol Agreement was established "In recognition of the benefits that the communities can realize by working together, an avenue for dialogue and action is required where the parties come together to a common table as equal partners." Shared vision, values and communications are all pillars of the agreement. Tourism was an area that has been identified as a significant area of mutual interest.

Linkages to Other Plans

This plan takes into consideration the following documents:

- Official Community Plan
- Parks & Recreation Master Plan
- District of Ucluelet Strategic Plan
- Tourism Ucluelet Destination Strategy under development
- Harbour Master Plan
- Economic development Strategy
- Sustainable tourism supports TU
- Bylaws for climate action priorities

The District of Ucluelet will support the Provincial Tourism Strategy by adopting the key pillars in the strategic framework when assessing, evaluating, and developing all our local projects by:

1. *Supporting People and Communities: Improving the quality of life and increasing support and celebration of Indigenous cultures with our neighboring communities through tourism*
2. *Sustainably Growing the Visitor Economy: Sustainably growing the visitor economy through innovative marketing and destination and community development working with our local partners*
3. *Respecting Nature and the Environment: Strategically guiding and managing tourism growth while preserving B.C.'s and Ucluelet's natural environment.*

The District of Ucluelet is currently finalizing their Tourism Master Plan in conjunction with the Local DMO and significant community consultation including Indigenous peoples and Pacific Rim National Park. This should be completed by December 2022.

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title Pacific Rim Whale Festival		Project Lead Abby Fortune	
RMI Program Category Tourism Programs, Services, or Events	Project Status New	Start Date January 2023	Completion Date March 2025
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>The Pacific Rim Whale Festival is a long-standing well-respected educational event. Key stakeholders in Ucluelet, Tofino and the First Nations communities are all committed to this event.</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <p>The funds for this special event will go towards the support of facilitating the event and hard costs associated with carrying out an event such as this and the support required. The funds will not go towards advertising.</p>			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 3: To increase sustainable tourism practices by working with partners to ensure sustainability through programming;</p> <p>Goal 4: To support economic strategies that will be to attract more visitors and extend stays through more visitor services/activities/accommodation as units come on-line which should result in a more vibrant economy.</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>Implement sustainable tourism products will deliver a remarkable visitor experience. This event will also support tourism jobs in the shoulder season and extend stays.</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

Will be determined in the off season through room stays, visitor survey data and visitor spending

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

Indigenous Tourism Diversity & Inclusion Emergency Preparedness Sustainability

Please describe how the project supports these initiatives:

Indigenous tourism and sustainable education practices have been key pillars for this event. This event will also be accessible where available in terms of access to buildings, grounds, beaches. Much of the event is free or by donation making it accessible and inclusive for all to enjoy.

Funding Sources

Total RMI Funding	\$ 20,000
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	\$ 20,000
Total Cost of Project	\$ 40,000

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title Edge 2 Edge		Project Lead Abby Fortune	
RMI Program Category Tourism Programs, Services, or Events	Project Status New	Start Date January 2023	Completion Date December 2024
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>Edge to Edge Marathon is a well-respected marathon for the Westcoast. The project would be to further enhance and build on the success of the event. Ucluelet Chamber, Tourism Ucluelet and the District of Ucluelet are currently in the process of working together to upgrade this event to possibly a full marathon. The event is been moved to the fall shoulder season.</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <p>The funds for this special event will go towards the support of facilitating the event and hard costs associated with carrying out an event such as this and the support required. The funds will not go towards advertising.</p>			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 3: To increase sustainable tourism practices by working with partners to ensure sustainability through programming;</p> <p>Goal 4: To support economic strategies that will be to attract more visitors and extend stays through more visitor services/activities/accommodation as units come on-line which should result in a more vibrant economy.</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>Implement sustainable tourism products will delivering a remarkable visitor experience. This event will also support tourism jobs in the shoulder season and extend stays.</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

Will be determined in the off season through room stays, visitor survey data and visitor spending

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

Indigenous Tourism Diversity & Inclusion Emergency Preparedness Sustainability

Please describe how the project supports these initiatives:

One of the goals of the marathon is to implement as much environmentally aware products as possible.

Funding Sources

Total RMI Funding	\$ 20,000
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	\$ 30,000
Total Cost of Project	\$ 50,000

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title Ukee Days		Project Lead Abby Fortune	
RMI Program Category Tourism Programs, Services, or Events	Project Status New	Start Date January 2023	Completion Date December 2024
<p>Project Description Please provide a brief decription of the project (max 250 words).</p> <p>Ukee Days is an annual summer festival that highlights the character and charm of the area and invites all to be involved.</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <p>Plan/Program Present Event</p>			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 3: To increase sustainable tourism practices by working with partners to ensure sustainability through programming; Goal 4: To support economic strategies that will be to attract more visitors and extend stays through more visitor services/activities/accommodation as units come on-line which should result in a more vibrant economy.</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>Deliver remarkable visitor experience through an outstanding and organized event .</p> <p>Indigenous involvement has been encouraged and supported.</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

Increase new visitations - this will be done through visitor survey data

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

Indigenous Tourism Diversity & Inclusion Emergency Preparedness Sustainability

Please describe how the project supports these initiatives:

This event is open and encouraged by all to participate. Pricing has been established such a manor that the event available for all. We are open to all in terms of inclusion and potential performers.
The event is wheelchair accessible.

This event will support indigenous tourism through education by our local indigenous community through story telling, dancing and displays.

Funding Sources

Total RMI Funding	\$ 40,000
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	\$ 40,000
Other	
Total Cost of Project	\$ 80,000

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title First Nations Tourism Projects & Planning		Project Lead Abby Fortune	
RMI Program Category Tourism Programs, Services, or Events	Project Status New	Start Date November 2022	Completion Date March 2025
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>We will be supporting Yuulu?i?ath to create a shared vision and strategy to support indigenous tourism programming and infrastructure in the Ucluth area</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <ul style="list-style-type: none"> - We will be consulting with Yuulu?i?ath as to what they would like to see from a tourism perspective in terms of programming and infrastructure - We will use 15% of the RMI funding for project planning for proposed indigenous infrastructure and programming - the focus will be on historical, accessible infrastructure such as educational kiosk and signage. - Other infrastructure areas could be display areas for our indigenous neighbours showcasing art 			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 3: To increase sustainable tourism practices by working with partners to ensure sustainability through programming;</p> <p>Goal 4: To support economic strategies that attract more visitors and extend stays through more visitor services/activities/accommodation resulting in a more vibrant economy;</p> <p>Goal 5: To extend tourism season by providing infrastructure and amenities that support year-round enjoyment and access to the West Coast; and</p> <p>Goal 6: To increase repeat visitor visitation through education amenities, and quality events.</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>Deliver remark visitor experience through showcasing Indigenous culture tourism</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

Indigenous Tourism - visitor survey data

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

Indigenous Tourism Diversity & Inclusion Emergency Preparedness Sustainability

Please describe how the project supports these initiatives:

This project will be based on the programming as determined by Yuułu?ii?ath

Funding Sources

Total RMI Funding	\$ 95,202
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	
Total Cost of Project	\$ 95,202

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title Metrics - Tourism		Project Lead Abby Fortune	
RMI Program Category Program Administration	Project Status New	Start Date September 2022	Completion Date March 2025
<p>Project Description Please provide a brief decription of the project (max 250 words).</p> <p>Working with DMO Tourism Ucluelet and other entities on the West Coast to work with a company that can provide tourism metrics for the area and allow the District to target areas</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <ul style="list-style-type: none"> - Work with and plan with DMO's and Municipalities - determine best fit and structure - implement software - use software to support and determine tourism metrics 			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 3: To increase sustainable tourism practices by working with partners to ensure sustainability through programming;</p> <p>Goal 4: To support economic strategies that attract more visitors and extend stays through more visitor services/activities/accommodation resulting in a more vibrant economy;</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>Implement sustainable tourism initiatives to properly track sectors for tourism as will be determined</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

This project will help us support and track performance measures through survey data

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

- Indigenous Tourism
 Diversity & Inclusion
 Emergency Preparedness
 Sustainability

Please describe how the project supports these initiatives:

Allow the district to have survey data year around. We will establish metrics for Indigenous Tourism, Diversity & Inclusion, and Emergency Preparedness.

Funding Sources

Total RMI Funding	\$ 21,000
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	
Total Cost of Project	\$ 21,000

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title Amphitrite House		Project Lead Abby Fortune	
RMI Program Category Tourism Infrastructure, Amenities, & Capital	Project Status Ongoing	Start Date September 2022	Completion Date March 2025
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>The Amphitrite Point project is for park infrastructure to improve access and recreational experience for residents and visitors to the west coast. The design and renovation of the lightkeeper's house and green space area will create a gathering space for safe storm watching, while giving visitor's a view into the surrounding community, culture and natural history.</p> <p>Additional funds are required due to current market and expansion of project to provide further outdoor landscaping accessible amenities for the tourists to enjoy</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <ul style="list-style-type: none"> - extensive consultation has occurred - plan accessible access to the house and provide additional outdoor landscaping amenities to the project area - building - landscaping - We will be installing accessible benches, seating areas to enhance the visitor experience as well as upgrading the pathway and creating accessible viewpoints. - We will be further enhancing the natural environment shoring areas to ensure resiliency 			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 1: Increased visitor satisfaction through the development, upgrade and installation of or enhancement of infrastructure;</p> <p>Goal 2: Increased number of accessible/barrier free amenities through the design of accessible infrastructure;</p> <p>Goal 5: To extend tourism season by providing infrastructure and amenities that support year-round enjoyment and access to the West Coast</p> <p>Goal 6: To increase repeat visitor visitation through education amenities, access to electric charge stations and quality events.</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>Develop tourism infrastructure while delivering a remarkable visitor experience. This truly will be a gem for Ucluelet.</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

This project will increase new visitation and support return visitation. It will further support the off season. We will conduct visitors surveys looking at increased visitation, return customers in the off season and overall customer satisfaction to this tourism infrastructure.

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

Indigenous Tourism Diversity & Inclusion Emergency Preparedness Sustainability

Please describe how the project supports these initiatives:

This project will help support sustainability for Ucluelet Tourism sector by providing an outstanding location in the off-season for the tourist to experience the raw rugged coast and the lighthouse in a safe and accessible manner.

The pathway area around the lighthouse and look outs will be shored up to deal with climatic conditions.

Funding Sources

Total RMI Funding	\$ 199,200
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	
Total Cost of Project	\$ 199,200

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title Signage: Directional, heritage & WPT		Project Lead Abby Fortune	
RMI Program Category Tourism Infrastructure, Amenities, & Capital	Project Status New	Start Date September 2022	Completion Date March 2025
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>This will be an ongoing project throughout the current RDS. This project will focus on the restorative maintenance of key tourism signage such as community maps, directional signage and Wild Pacific Trail signage. This project will also install an indigenous crosswalk. Additionally heritage signage will be created on an annual basis. This project will be further building off of previous project conducted through RMI as well as indigenous tourism.</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <ul style="list-style-type: none"> - inventory of current signage and condition - consult with Wild Pacific Trail Society, DMO & Historical Society - restore signs where identified - identify heritage sign requirements - plan - purchase - install or upgrade 			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 1: To increase visitor satisfaction through the development, upgrade and installation of or enhancement of infrastructure;</p> <p>Goal 2: To increase the number of accessible/barrier free amenities through the design of accessible infrastructure;</p> <p>Goal 6: To increase repeat visitor visitation through education amenities, and quality events.</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>Deliver remarkable visitor experience through services that contribute a positive and educate visitor stay</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

Enhance visitor experience - this will be accomplished visitor survey data.

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

- Indigenous Tourism
 Diversity & Inclusion
 Emergency Preparedness
 Sustainability

Please describe how the project supports these initiatives:

This project has a number of initiatives that could include indigenous language in the signage, crosswalks, emergency preparedness for visitors as well as inclusion in language on the signage produced for the visitors.

Funding Sources

Total RMI Funding	\$ 80,000
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	
Total Cost of Project	\$ 80,000

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title Safe Harbour Pathway		Project Lead Abby Fortune	
RMI Program Category Tourism Infrastructure, Amenities, & Capital	Project Status New	Start Date September 2022	Completion Date March 2025
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>Creating an Inner Harbour Pathway next to the small craft harbour to create a linkage of pathways in Ucluelet - focus on this one is the marine habitat. It will be a raised pathway along the inner boat basin that connects to the harbour.</p> <p>RMI funds will be used as leverage funding to support the overall project</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <ul style="list-style-type: none"> - 15% of the RMI funds would be allocated to this project for planning - environmental and indigenous consulting - connect with Small Craft Harbour - DFO and the DMO - the sections of pathway would be: 120 metres for the causeway; 65 metres for the gazebo section, 300 metres frontage by the inner harbour, possible additional 100 metres by the campground. - the intent would be to make the raised pathway, using appropriate materials that are environmentally sound as possible; while providing tourists with a incredible, safe experience along the foreshore. 			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 1: To increase visitor satisfaction through the development, upgrade and installation of or enhancement of infrastructure;</p> <p>Goal 2: To increase the number of accessible/barrier free amenities through the design of accessible infrastructure;</p> <p>Goal 5: To extend tourism season by providing infrastructure and amenities that support year-round enjoyment and access to the West Coast; and</p> <p>Goal 6: To increase repeat visitor visitation through education amenities.</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>Developing Tourism infrastructure will delivering a remarkable visitor experience. This amenity will attract visitors and extend stays while providing educational information through a sustainable lens.</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

Increase new visitation as well as extend. This will be done through visitor surveys and metrics .
Once the pathway is completed a visitor satisfaction survey would be conducted.

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

Indigenous Tourism Diversity & Inclusion Emergency Preparedness Sustainability

Please describe how the project supports these initiatives:

This project will be done through a lens of preservation and sustainability

Funding Sources

Total RMI Funding	\$ 435,000
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other Small Craft Harbour, other leverage TBC	\$ 300,000
Total Cost of Project	\$ 735,000

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title Village Green Playground		Project Lead Abby Fortune	
RMI Program Category Tourism Infrastructure, Amenities, & Capital	Project Status New	Start Date September 2022	Completion Date March 2024
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>A playground in conjunction with the Village Green project will be created and installed. We will be looking for natural elements and strong input from the business/tourism community. This project is meant to enhance and draw tourism to the downtown core enhancing the family visitor experience. This will create a further draw as well as activity for visitors to the area.</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <ul style="list-style-type: none"> - plan the project in conjunction with the village green project - up to 15% will be used for planning - consult with tourism/business community in the area - purchase the equipment - install 			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 1: To increase visitor satisfaction through the development, upgrade and installation of or enhancement of infrastructure;</p> <p>Goal 2: To increase the number of accessible/barrier free amenities through the design of accessible infrastructure;</p> <p>Goal 3: To increase sustainable tourism practices by working with partners to ensure sustainability through programming;</p> <p>Goal 4: To support economic strategies that attract more visitors and extend stays through more visitor services/activities/accommodation resulting in a more vibrant economy;</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>This project supports both RMI objectives of Develop and enhancing tourism infrastructure as well as delivering remarkable visitor experiences through the enhancement of the Village Green project by providing infrastructure and amenities that will not only attract visitors but make their stay more enjoyable; this will in turn deliver a remarkable visitor experience.</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

This project will support the enhancement of the visitors stay and increase the stay to the area as well as increase visitation numbers to the community.

A visitor survey will be done with this project as well as looking at the metrics for this area.

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

Indigenous Tourism Diversity & Inclusion Emergency Preparedness Sustainability

Please describe how the project supports these initiatives:

This project will incorporate elements of diversity, and equity so all can take part in the playground. This project will help to increase tourism through increased accessible infrastructure targeted at extending stays and creating the enhanced visitor experience.

We are also looking at sourcing natural materials for the project with local sustainability in mind.

Funding Sources

Total RMI Funding	\$ 320,000
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	
Total Cost of Project	\$ 320,000

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title Washrooms		Project Lead James MacIntosh	
RMI Program Category Tourism Infrastructure, Amenities, & Capital	Project Status New	Start Date March 2023	Completion Date March 2024
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>We are proposing to install flush washrooms buildings at the trail heads throughout the trail networks.</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <ul style="list-style-type: none"> - plan - consult DMO and Wild Pacific Trail Society - purchase - install 2 - 3 washrooms per building - Washroom buildings will be installed at the high use trail heads of the Wild Pacific Trail ie Brown's Beach. 			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 1: To increase visitor satisfaction through the development, upgrade and installation of or enhancement of infrastructure;</p> <p>Goal 2: To increase the number of accessible/barrier free amenities through the design of accessible infrastructure;</p> <p>Goal 5: To extend tourism season by providing infrastructure and amenities that support year-round enjoyment and access to the West Coast;</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>Develop and enhance tourism infrastructure by providing flush washrooms in key areas/trail areas as found on the world renowned Wild Pacific Trail.</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

This project will improve accessibility through an accessible washroom and enhance visitor experience by providing a proper public washroom for the area.

A visitors survey will be done for this project. We will additionally measure through observation times, especially in peak season.

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

- Indigenous Tourism
 Diversity & Inclusion
 Emergency Preparedness
 Sustainability

Please describe how the project supports these initiatives:

Inclusion would be supported through an accessible washroom.

Funding Sources

Total RMI Funding	\$ 300,000
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	
Total Cost of Project	\$ 300,000

Resort Municipality Initiative 2022-2024 Project Outline

****This form must be submitted as a digital PDF. Scanned forms will not be accepted.****

Project Title Beautification winter lights		Project Lead Abby Fortune	
RMI Program Category Tourism Infrastructure, Amenities, & Capital	Project Status New	Start Date September 2022	Completion Date December 2023
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>In order to enhance and create a winter light scene - through RMI funds we will be purchasing professional grade light to enhance the downtown business core and the Community Centre as well as further key tourism areas in town.</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <ul style="list-style-type: none"> - lay out and planning - consultation with DMO - purchasing - installation 			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>Goal 1: To increase visitor satisfaction through the development, upgrade and installation of or enhancement of infrastructure</p> <p>Goal 5: To extend tourism season by providing infrastructure and amenities that support year-round enjoyment and access to the West Coast</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>Deliver remarkable visitor experience - through the beautification of winter lights in the community</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

Extended stays in off season times, visitor survey data

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

- Indigenous Tourism
 Diversity & Inclusion
 Emergency Preparedness
 Sustainability

Please describe how the project supports these initiatives:

As a core project for beautification of the Municipality the project will provide inclusion through locations that the lights are displayed for all to see. delivering that remarkable visitor experience.

Funding Sources

Total RMI Funding	\$ 90,000
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	
Total Cost of Project	\$ 90,000

RDS Financial Plan	2022	2023	2024	2025	2026	Total RMI Allocation
Carryover from previous year	\$ 1,054,098	\$ 622,618	\$ 261,810	\$ -	\$ -	\$ 1,054,098
Interest earned on carryover	\$ 4,248	\$ -	\$ -	\$ -	\$ -	\$ 4,248
Anticipated RMI Funding	\$ 729,647	\$ 488,392	\$ 488,392	\$ -	\$ -	\$ 1,706,431
Total Funds Available	\$ 1,787,993	\$ 1,111,010	\$ 750,202	\$ -	\$ -	\$ 2,764,777

Anticipated Spending

Carry Over Projects: Must be completed by December 31, 2023

Amphitrite House	\$ 215,006	\$ -	\$ -	\$ -	\$ -	\$ 215,006
Bi-lingual street signs	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Conference services	\$ 13,577	\$ -	\$ -	\$ -	\$ -	\$ 13,577
E2E Marathon	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
EV Charging	\$ 48,993	\$ -	\$ -	\$ -	\$ -	\$ 48,993
Kayak Launch	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Kiosk - Signage	\$ 14,359	\$ -	\$ -	\$ -	\$ -	\$ 14,359
Pacific Rim Whale Festival	\$ 13,440	\$ -	\$ -	\$ -	\$ -	\$ 13,440
Peninsula Blvd	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Public Washrooms	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Ukee Days	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Village Green	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Wayfinding	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Sub Total	\$ 1,105,375	\$ -	\$ -	\$ -	\$ -	\$ 1,105,375

Tourism Infrastructure, Amenities, or Capital Purchases:

Amphitrite House	\$ -	\$ 139,200	\$ 60,000	\$ -	\$ -	\$ 199,200
Beautification Winter Lights	\$ 10,000	\$ 80,000	\$ -	\$ -	\$ -	\$ 90,000
Directional/WPT/Heritage Signage	\$ 10,000	\$ 45,000	\$ 25,000	\$ -	\$ -	\$ 80,000
Safe Harbour Pathway	\$ -	\$ 35,000	\$ 400,000	\$ -	\$ -	\$ 435,000
Village Green Playground	\$ 20,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 320,000
Washrooms	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 300,000
Sub Total	\$ 40,000	\$ 749,200	\$ 635,000	\$ -	\$ -	\$ 1,424,200

(Minimum 70% over 3 year term)

Tourism Services, Programs or Events:

E2E Marathon	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 20,000
First Nations Tourism Projects	\$ -	\$ 40,000	\$ 55,202	\$ -	\$ -	\$ 95,202
Pacific Rim Whale Festival	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 20,000
Ukee Days	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 40,000
Sub Total	\$ -	\$ 80,000	\$ 95,202	\$ -	\$ -	\$ 175,202

(Maximum 30% over 3 year term)

Administration:

Conference	\$ 5,000	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ 11,000
Metrics	\$ 5,000	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ 21,000
Event Admin	\$ 10,000	\$ 9,000	\$ 9,000	\$ -	\$ -	\$ 28,000
Sub Total	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 60,000

(up to \$20,000 per year)

Total Spending:	\$ 1,165,375	\$ 849,200	\$ 750,202	\$ -	\$ -	\$ 2,764,777
Carry forward (if any):	\$ 622,618	\$ 261,810	\$ -	\$ -	\$ -	\$ -

Sept 01, 2019

Dear Honorable Mayor Noel and Ucluelet Council,

I, Marg Vedova, of 1533 Imperial Lane, Ucluelet, respectfully request your attention to serious, ongoing public safety issues on Imperial Lane.

We have a beautiful waterfront laneway in Ucluelet, that has long been a favorite walk of both locals and tourists.

The 1500 block, however, is of urgent concern.

I am hoping to convince you to permanently close this section of the lane to through traffic, due to immediate and ongoing risk to pedestrians.

At the very least, I propose immediate closure/signage until our lane is repaired to a legal width.

At one point, see attached photo #1, the lane is less than 3 meters in width, and this without any shoulder for safety.

Additionally, at this exact same point, there is erosion at one edge which has collapsed with a significant, unprotected and unsigned drop off.

Furthermore, a small speed bump (? water diversion) crosses the lane at this point. I have repeatedly witnessed pedestrians and cyclists trip over or crash here, frequently injuring themselves.

Could we please immediately demarcate this bump with some reflective paint? I will gladly volunteer the painting manpower.

Today, the largest motorhome I have ever seen, navigated down the lane. Google informed them of this route.

By the time they'd realized their mistake, it was even more risky to back out and so persevered, chagrined and apologetic.

BC Hydro recently responded to my concerns, stepping up to fix the adjacent streetlight, illuminating this hazardous site.

Of most concern to me, however, is the constant risk to the public due to the blind spot at the crest of the hill, see attached photo #2.

This lane is particularly enjoyed by parents with toddlers.

Again, there is no shoulder here for speeding cars to avoid this pedestrian traffic, nor space or time for parents to safely remove their children from harm's way.

Frankly, speed bumps will not sufficiently mitigate this lethal risk.

Kindly please respond at your earliest convenience, providing your plan and timeline for avoiding further predictable injuries.

Respectfully yours,
Marg Vedova
1533 Imperial Lane





[REDACTED]
 1515 Imperial Lane
 Ucluelet BC
 V0R 3A0



To the Mayor and Council of the District of Ucluelet

I live at 1515 Imperial Lane and have been concerned for some time about the amount of traffic and the lack of signage on the lane. I ask Council to take some measures to make the lane safer for Ucluelet citizens and visitors.

There is no clear sign to stop automobiles from going the wrong way up Imperial Lane from Fraser Lane. A sign is in place saying "DO NOT ENTER" but some people miss the message or think that they are not allowed into an off-lane parking site by the sign. Also, the sign is on the passenger's side rather than the driver's.



I would propose the installation of a "WRONG WAY" sign, on the driver's side, like this sign at Fraser Lane and Helen Street.

There is no speed limit sign at the two entrances to Imperial Lane from Helen Street or Matterson Avenue although Imperial Lane is used by many pedestrians and bicyclists who are in danger from speeding cars.



Other places in Ucluelet such a Marine Drive have lower speed limits for pedestrian and bicycle safety.

There are no warning signs telling motorists to be aware of pedestrians and cyclists. Actually, there are often groups of people who walk along the lane, including parents with young children on foot or in baby carriages.

Other locations in Ucluelet, including Peninsula Road at Bird's Bay, have warning signs where pedestrians are crossing roads, let alone walking along the length of the road as is the case for Imperial Lane.



Thank you for your attention; I hope we can soon take steps to remedy these potentially dangerous problems with Imperial Lane as quickly as possible.

Yours truly



Dave McIntosh

c.c District Planner

P.S.

On July 30th, a semi-trailer attempted to use Imperial Lane on the hill from Matterson Drive. On the way, it snapped a Telus cable. The next day, a large cube van came up the lane the wrong way but missed the cable because it was already destroyed.





August 31, 2022

Dear Councillor Rachelle Cole,

We are the BC Crisis Line Network. We answer 1800SUICIDE (1-800-784-2433) and 310Mental Health Support (310-6789), provincial 24/7 crisis lines that provide lifesaving crisis intervention, suicide risk assessment, and strengths-based collaborative safety planning and follow-up to vulnerable British Columbians.

We are asking for your support at the Union of BC Municipalities conference this year:

Please vote yes to Resolution EB42 - New Provincial Mandate and Funding for 9-1-1

During COVID, the BC Crisis Line Network saw demand for crisis service increase by 90% (48% higher on 1800SUICIDE and 99.6% higher on 310Mental Health Support in 2021/22 compared with pre-COVID for incoming calls). We provided over 1.4 million minutes of support, but we did not answer all our calls. We are keenly aware of the challenges our crisis services, alongside 9-1-1, police, fire, and ambulance, are facing serving those in need.

We see real public and Provincial government appetite in support of a crisis mental health system that works for urban, rural, and remote communities. The BC Budget 2023 Finance Committee recommends implementing a provincial wireless call-answer levy to fund a mental health option when calling 9-1-1. Funds collected by a 9-1-1 levy will not only support 9-1-1 technology – they are intended to be shared equitably among frontline emergency service agencies, including crisis lines, to improve mental health crisis response.

A vote for Resolution EB42 is a vote towards ensuring every British Columbian, regardless of where they live in the province, has the right to equitable and easy access to mental health crisis support - the kind of support BC crisis lines have been delivering for over fifty years.

9-1-1 levies are collected by cell and landline providers in 6 provinces; BC is one of the few provinces not utilizing this reliable and non-controversial funding mechanism with an estimated value of \$112 million per year. In a recent study by Leger, 92% of British Columbians support adding mental health crisis support as a 9-1-1 option; 73% of British Columbians specifically support introducing a 9-1-1 levy to fund the 9-1-1 mental health option.

British Columbians are ready to put their vote towards reducing wait times for 9-1-1, BC Ambulance, and police response by shifting mental health calls to mental health crisis lines; a

From: [Jennifer Helman](#)
Subject: Proclaim Your Support for Circular Economy Month in Canada!
Date: September 1, 2022 10:59:56 AM
Attachments: [Circular-Economy-Month-Proclamation-Certificate.docx](#)
[Circular-Economy-Month-Proclamation-Certificate.pdf](#)

[External]

Proclaim Your Support for ***Circular Economy Month*** in Canada!

Each year the [Recycling Council of British Columbia](#) organizes BC's involvement in observing Waste Reduction Week (October 17th through 23rd, 2022) in Canada. This year, the [Circular Innovation Council](#) has expanded the campaign to recognize **October 1st through 31st, 2022** as Canada's very first [Circular Economy Month!](#)

Since 2001, hundreds of organizations and municipal governments in BC and across the country have proclaimed Waste Reduction Week in Canada. To continue to demonstrate your commitment and recognition of preserving our natural resources, reducing greenhouse gas emissions, supporting local economies, and protecting our environment, we ask that you proclaim October 1st through 31st, 2022 Circular Economy Month.

Each week of October will focus on introducing a different concept of the Circular Economy, with the third week of the month remaining Waste Reduction Week:

- Week 1 - October 1-9: Introducing the Circular Economy
- Week 2 - October 10-16: Environmental Benefits of the Circular Economy
- Week 3 - October 17-23: Waste Reduction Week
- Week 4 - October 24-31: Social and Economic Benefits of the Circular Economy

We hope your council will take this opportunity to join and show your support to this newly expanded campaign that will continue to engage millions of Canadians each year.

Please join RCBC in proclaiming October 1st through 31st, 2022 as Circular Economy Month.

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

Completed Proclamations can be emailed, faxed or mailed as per the contact information below. Thank you for your continued support of this important event!

Kind Regards,

Jennifer

--



Jennifer Helman

Technical and Special Projects Coordinator

hereby declares

Circular Economy Month

October 1-31, 2022

We commit to waste reduction, resource conservation, and community education for sustainable living. We recognize that losing waste to disposal and as litter are local and global threats to the environment. We will take action to reduce our waste and support the circular economy.

Name, Title

Signed

Date



From: [REDACTED]
To: [Mayco Noël](#); [Info Ucluelet](#)
Cc: [REDACTED]
Subject: Please stand up for wild salmon at UBCM 2022!
Date: September 2, 2022 5:37:25 PM

[External]

(Please see email below from Robert Zurowski)

Dear Mayor and council,

The tragic floods of November 2021, which occurred at the same time salmon were coming home to spawn, reminded me that flood recovery must consider both the future safety of our communities and fish habitats. This is why I urge you to support resolution NR28 (Support flood recovery that creates safe communities and healthy, resilient ecosystems) at UBCM 2022.

Fish passage and water flows are controlled by floodgates and pumps that connect the river to its tributaries through dikes to the main stem of the river. While these flood protections are essential, they were constructed at a time when fish and aquatic habitats were not considered. The many waterways now affected by these flood control structures once supported Chinook, coho and other salmon species in the Fraser watershed and in watersheds across B.C. The November floods and subsequent flood recovery works present an opportunity to build back better as we prepare for future flood emergencies.

As old flood control structures reach the end of their useful lives, we can replace them in a way that both makes our communities safer from flooding and dramatically improves fish habitats. Fish-friendly flood control is a win-win solution and is supported by Minister Mike Farnworth. We need UBCM resolution NR28 to strengthen the case for dedicating funds, strong criteria and regulations for this important work.

As your constituent, I support a YES VOTE for safer communities, healthy fish populations and functioning habitats that would be afforded through resolution NR28.

Thank you for your dedication to helping us build a better, safer, more resilient future.

Sincerely,

Robert Zurowski

[REDACTED] VOR 3A0

Paula Mason

From: Mandala Smulders [REDACTED]
Sent: September 7, 2022 12:21 PM
To: Info Ucluelet
Subject: Expanded polystyrene has no place in the ocean!

[External]

Dear Councillor Jennifer A. Hoar,

As a concerned citizen, I'm calling on you to support the Union of British Columbia Municipalities (UBCM) resolution EB53 - Prohibit Use of Expanded Polystyrene (EPS) in the Marine Environment at the 2022 UBCM Convention in Whistler this month.

EPS material and fragments make up the majority of pollution collected by the British Columbia Marine Debris Working Group, in both urban and remote areas of British Columbia (B.C.). Additionally, a recent B.C. study has revealed that 81% of microplastics collected on Southern Vancouver Island are EPS particles. This reflects a broader trend, as EPS material is also the most common material collected across Canada during Great Canadian Shoreline Clean-up events. This is because EPS is used commonly in the marine sector, such as in docks, marinas and aquaculture. Researchers continue to find the greatest abundance of these particles at beaches surrounded by marinas relative to those that were not.

This cheap and lightweight material easily degrades and disproportionately impacts local communities and aquatic ecosystems. When left stranded in the marine environment, EPS fragments may be ingested by marine mammals, birds, and fish. EPS also contains carcinogens like styrene, when these chemicals are released into the environment and make their way into the food chain, they pose a threat to human health. As noted in the resolution, EPS is difficult to impossible to clean up from the marine environment after it breaks down into small fragments. We want to prevent this material from becoming pollution in the marine environment in the first place, this is the last thing we need in the places we depend on and call home.

Certain materials used in the marine sector that can become lost, abandoned or derelict, such as fishing nets or rope, are hard to replace. Luckily, there are many readily available alternatives that can be used instead of EPS, especially for floats for docks, rafts, aquaculture amenities and other marine infrastructure. Air-filled flotation devices can easily replace EPS. There are already a number of products on the market manufactured in B.C. that provide a more weather-resistant and sustainable alternative to EPS floats.

There are also many examples of local initiatives and programs that demonstrate how marine infrastructure can be retrofitted to replace old EPS foam floats with more environmentally friendly air-filled floatation devices. With the help of a grant from the Alberni-Clayoquot Regional District (ACRD), Surfrider Pacific Rim Chapter in collaboration with and support of the District of Tofino are replacing the EPS foam at the First Street dock with air-filled HDPE pipe. Other jurisdictions in Canada have developed retrofit funding programs for certain industries that use EPS, which are having tremendous success.

As you gather with your counterparts from other local governments from across B.C. this September, I urge you to endorse UBCM resolution EB53. By prohibiting the use of EPS in the marine environment in B.C., we are taking an important step toward reducing the impact of plastic pollution in the province.

Ucluelet Sincerely,
Mandala Smulders

1316 Victoria Rd,
Ucluelet, BC V0R 3A0
Canada

<http://url9880.advocacyvoice.com/wf/open?upn=qjRJ2VNrghx1KLdB9OJyDIwB9yly0z3soxVJKUZU3Cy3nskMSTqy-2BVIqIPpDacjXukOzlXUwe2x-2BP4vQrswPmHAJSexyckMhxxHOrlFezRR8J9ZWBVGQYjl6imxdZvfyfNU0uuPQ1RoFp62ZoTx0sZcLDe-2B5JS1KOqQJg8dJWNJHFealn51ap4B7scMKA-2B5dV2WeQPWFATszMxDcsELjUlzfaQq3RtctNKutAA3LXeTkj4zB46qv0pt1hOQxGrUpQ-2FYKpCWU6jWcOWLvnTe6etissloB24gBNn3YTKfDhYxkVu7mBj7nETRPGSO-2BFyvpPMf9Ct-2BDSZkYiZcwRO7vhJi9tuJrl0Mi-2BIAKG8rJgALsDswy-2BDxJUP5OeW26ddQsb6jfn0iFwJkLFcRkbEuKUBnav-2B5iCoH1Uj7LdestBMeOveV-2FI5ZvewmJTznakDrgIJTpS6rSFhCzvl6rcYW8Bhl-2Bhn9tAa0WyuavSa4PgfqRScj1orC-2Fh5J0usaYFWWZ9-2FxyPEAmLZ47v0-2BW849fQ-3D-3D>

Paula Mason

From: Engage HCA FOR:EX <EngageHCA@gov.bc.ca>
Sent: September 8, 2022 3:30 PM
Subject: REMINDER: Heritage Conservation Act Transformation Project – Stakeholder Engagement Sessions (Summer-Fall 2022)
Attachments: HCA Stakeholder Backgrounder - August 23 2022.pdf

[External]



On August 24th, the co-chairs of the Joint Working Group on First Nations Heritage Conservation, Matt Austin and Judith Sayers, sent an invitation letter about opportunities to engage on the Heritage Conservation Act (HCA) and its administration as part of the HCA Transformation Project (HCATP).

Thank you to those who have already registered. We’ve had a high level of interest and are excited to meet with you in the coming weeks. **This is a reminder to register for an upcoming session as set out below if you haven’t already done so.** To register for a session, please respond via email (EngageHCA@gov.bc.ca) with the participant’s names, organization or affiliation, and session(s) you are planning to attend as soon as possible.

Location	Date & Time	Venue	Stakeholder Group
In-Person Session Vancouver, B.C.	September 14 th 9:00am – 12:00pm	Simon Fraser University Harbour Centre Rooms 1400-1410 Segal Centre 515 West Hastings Street Vancouver, BC V6B 5K3	Open Attendance: Open in-person sessions for anyone to attend, or if your business/organization does not fall under any of the other groups.
Virtual Session	September 26 th 9:00am – 12:00pm	A link will be sent to participants upon registration	Local Government: Municipal Governments and Regional Districts.
Virtual Session	September 28 th 9:00am – 12:00pm	A link will be sent to participants upon registration	Local Government: Municipal Governments and Regional Districts.

Virtual Session	October 6 th 9:00am- 12:00 pm	A link will be sent to participants upon registration	Local Government: Municipal Governments and Regional Districts.
Virtual Session	October 6 th 1:00pm – 4:00pm	A link will be sent to participants upon registration	Open Attendance: Open sessions for anyone to attend, or if your business/organization does not fall under any of the other groups.

If you would like to provide supplementary feedback, please do so by following the survey link (<https://www.surveymonkey.com/r/RZDXL7X>) and/or emailing written submissions to EngageHCA@gov.bc.ca by **October 15, 2022**.

We appreciate you taking the time to engage on this important initiative and look forward to continuing the meaningful conversation at the engagement sessions. If you have any questions or concerns regarding the HCATP, please send an email to EngageHCA@gov.bc.ca.

Sincerely,
HCA Transformation Project Team



HCA Transformation Project Team

Ministry of Forests

Email: EngageHCA@gov.bc.ca

Project Website: [HCATP Webpage](#)

Collection Notice

Your personal information is collected under section 26(c) and (e) of the Freedom of Information and Protection of Privacy Act for the purposes of contacting you and collecting information for the Heritage Conservation Act Transformation Project (HCATP). If you have any questions about the collection of your information, please contact HCATP Team Staff at EngageHCA@gov.bc.ca.

**HERITAGE CONSERVATION ACT TRANSFORMATION PROJECT:
BACKGROUND FOR
PHASE 1 STAKEHOLDER ENGAGEMENT**

August 23, 2022



Transformative Connections: Granddaughter of Today's Name Carrier T'xwelátse with Transformed Ancestor of the Ts'elxwéyeqw Tribe - Stone T'xwelátse. (Photo: David Campion, 2005)

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INTRODUCTION

The [Declaration on the Rights of Indigenous Peoples Act](#) (Declaration Act) requires that the Province in “consultation and cooperation with Indigenous peoples” take “all measures necessary”¹ to ensure consistency between the United Nations Declaration on the Rights of Indigenous Peoples (UN Declaration) and the laws of British Columbia.

The regulation of cultural heritage resources in BC through the [Heritage Conservation Act](#) (HCA) has been identified as one immediate priority for change to achieve consistency between provincial laws and the UN Declaration. [The Declaration Act Action Plan](#) commits the Province to “Work with First Nations to reform the HCA to align with the UN Declaration, including shared decision-making and the protection of First Nations cultural, spiritual, and heritage sites and objects.”

The Heritage Conservation Act Transformation Project (HCATP) has therefore been launched to reform the HCA to ensure consistency with the UN Declaration and to better meet the needs of all British Columbians.

The purpose of this Backgrounder is to support the process of stakeholder engagement as part of the HCATP. This Backgrounder has been developed in collaboration with the Joint Working Group on First Nations Heritage Conservation (JWGFNHC). The JWGFNHC was formed in 2007 through resolutions of the BC Assembly of First Nations, First Nations Summit, and Union of BC Indian Chiefs, and includes members appointed by the First Nations Leadership Council (FNLC) and the Province. The mandate of the JWGFNHC is to “explore options and provide recommendations to improve the protection, management and conservation of First Nations cultural and heritage sites.”

This Backgrounder is in three parts:

1. **How we got here:** The connection of First Nations to their cultural heritage resources; the impacts of colonialism on First Nations’ relationships with these resources; and the calls for change that First Nations and stakeholders have long advanced, leading to the HCATP.
2. **Proposed HCATP process:** How engagement will occur in the HCATP to achieve consistency between the HCA and the UN Declaration while improving the HCA for all British Columbians.

Declaration on the Rights of Indigenous Peoples Act

The Declaration Act establishes the UN Declaration as the Province’s framework for reconciliation. It aims to create a path forward that respects the human rights of Indigenous Peoples while introducing better transparency and predictability in the work that First Nations and the Province do together.

There are four key areas of the legislation:

- 1) Section 3 requires the Province to take all measures necessary to achieve consistency between its laws and the UN Declaration,
- 2) Section 4 requires the Province to develop and implement an action plan, in consultation and cooperation with Indigenous Peoples, to meet the objectives of the UN Declaration,
- 3) Section 5 requires regular reporting to the provincial legislature to monitor progress on the alignment of laws and implementation of the action plan, including tabling annual reports by June 30th of each year, and
- 4) Sections 6 and 7 enable forms of agreements with Indigenous governing bodies, including to implement free, prior, and informed consent.

Heritage Conservation Act

The HCA encourages and facilitates the protection and conservation of heritage within BC. The HCA provides tools and mechanisms to establish and maintain the heritage register for the currently known heritage sites (approx. 60,000) as well as authorizing inspections and alterations of heritage sites. The HCA also contains provisions that authorize various compliance and enforcement actions that may be taken against persons who damage or alter sites or objects without authorization.

The Act provides the authority for the Minister, under prescribed conditions, to enter into agreements with First Nations (i.e., s. 4 and s. 20).

¹ <https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/19044>

- 3. *Transforming the HCA*:** Previously received feedback on the HCA from First Nations and stakeholders has been summarized into five themed priority areas for change; these will form the basis of Phase 1 engagement on the HCATP:
1. Indigenous Values and Rights Recognition
 2. Decision-Making
 3. Protections
 4. Resourcing to Support Heritage Conservation
 5. Compliance and Enforcement

HOW WE GOT HERE

For countless generations, First Nations have governed and stewarded their cultural heritage resources. From the remains of those who have passed, to the expressions and manifestations of their ways of life, First Nations have maintained the inextricable connection to their past, and do so to support the countless generations to come.

Part of the legacy of colonialism in B.C. has been the institution of laws, policies, and practices that did not properly recognize, respect, or protect First Nations' cultural heritage resources. Additionally, the role of First Nations' governments and laws in the protection and management of First Nations' cultural heritage resources has been extremely limited.

Over time, and for many reasons, cultural heritage resources, including ancestral remains, have been disturbed or destroyed. First Nations have advocated for change – protecting their heritage on the ground, revitalizing their laws and policies, strengthening relationships and protocols with the Province, and calling for transformation of B.C.'s heritage conservation laws and policies.

Many stakeholders who interact with the HCA (industry, landowners, developers, archaeologists, etc.) have also raised concerns with the current heritage management framework and requested its modernization. Many stakeholders continue to experience variable and often long timeframes for permitting decisions and application related responses; additionally, stakeholders and First Nations continue to seek process and timeline certainty.

The Province has legislated the oversight and protection of certain archaeological sites since 1925, though protections at that time were limited. It was not until 1977 with the passage of the HCA that protection was extended to certain archaeological sites on Crown and private land, regardless of whether sites were known or as-yet unrecorded. Significant amendments to the HCA were introduced in 1994 and 1996. These amendments expanded what was subject to automatic protection under the HCA and provided greater administrative flexibility and tools to support site protections. These amendments also included provisions to ensure impacts to sites only occurred under the authority of an HCA permit to ensure sufficient site recording, assessment and mitigation methods, and for the results and recommendations of work to be summarised in a report subject to provincial oversight and approval. The HCA has not been substantially changed since 1996. Recent amendments in 2019 were administrative in nature and served primarily to add new compliance and enforcement tools and were not subject to comprehensive engagement with First Nations or stakeholders.

While there have been several initiatives undertaken over the years to improve and/or identify prospective improvements to the heritage conservation framework in B.C., there continue to be challenges with the HCA and its administration.

In addition to ongoing interactions with First Nations and stakeholders, a number of key public-facing policy and engagement initiatives or papers have helped to inform this work:

- [First Nations Heritage Conservation Action Plan](#) (First Nations Leadership Council 2012)
- [The 2016 BC Archaeological Survey](#) (Hammond 2016)
- [Key Findings of the Indigenous Perspectives on Repatriation Symposium](#) (Royal BC Museum 2017)

- Research from Around the Globe Regarding Mechanisms for Protecting Sacred Sites, Areas and Landscape and Burial Sites of Indigenous Nations (JWGFNHC 2018)
- [Ancestral Remains Policy Review – Summary of Engagement Feedback](#) (Archaeology Branch 2019)
- [Recognizing and Including Indigenous Cultural Heritage in B.C.](#) (First Peoples’ Cultural Council 2019)
- [Recommendations for Decolonizing British Columbia’s Heritage-Related Processes and Legislation](#) (First Peoples’ Cultural Council 2020)
- [A Selected Review of Federal and Provincial Legislation Implicating Indigenous Heritage in British Columbia](#) (First Peoples’ Cultural Council 2022)

These and other numerous policy, engagement, research, and continuous improvement initiatives, along with the significant breadth of input received to date from First Nations and stakeholders, form the basis of the HCATP. The JWGFNHC has summarized this input into these five priority areas for change:

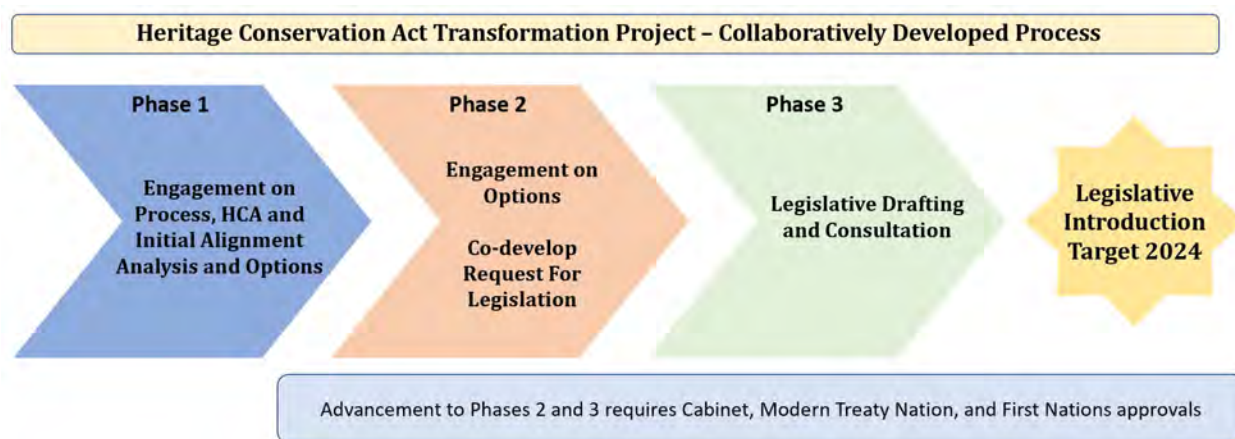
1. Indigenous Values and Rights Recognition
2. Decision-Making
3. Protections
4. Resourcing to Support Heritage Conservation
5. Compliance and Enforcement

The JWGFNHC recognizes the need to transform the HCA to better meet the needs of all British Columbians. Transforming the HCA will provide for alignment with the UN Declaration, as obligated under the Declaration Act, and will support the provincial mandate of lasting and meaningful reconciliation with First Nations Title and Rights holders. Doing so will also help address current challenges with the HCA and its administration, including but not limited to, increasing process certainty through legislative and programmatic reform.

HERITAGE CONSERVATION ACT TRANSFORMATION PROJECT PROCESS

Stakeholder engagement is a key part of the HCATP process. The HCATP is proposed to take place over three phases. Phase 1 of the HCATP will include virtual and in-person engagement with First Nations Rights holders and stakeholders, while subsequent Phases will include further opportunities for stakeholders and private citizens to provide feedback.

Key stakeholders for Phase 1 of the HCATP were identified through an analysis of HCA permit applications from 2019-2021 and information provided by the Archaeology and Heritage Branches. This grouping includes industry (land and resource development), interest groups, academics, local/regional governments, and archaeological and heritage professionals.



1. **Phase 1 – Engagement on the HCATP Process and Priorities for Change (Spring-Fall 2022):** Phase 1 will serve to identify and confirm priority areas for change to align the HCA with the UN Declaration and to generate potential solutions to improve the HCA and its administration to better meet the needs of all British Columbians.
2. **Phase 2 – Policy Development (Spring 2023):** Phase 2 is anticipated to focus on developing options and solutions for priority areas for change. This phase will involve substantive work in consultation and cooperation with First Nations to consider how the standards of the UN Declaration may be reflected in changed laws, policies, and practices, as well as engagement with stakeholders to ensure that their concerns and priorities are addressed.
3. **Phase 3 – Development of Laws and Associated Practices (by Spring 2024):** Phase 3 is anticipated to focus on developing proposed changes to legislation, policy, and programs.

It is anticipated that multiple means will be utilized to engage with stakeholders throughout the HCATP process. These may include:

- Virtual and in-person engagement sessions
- Meetings with key stakeholders
- Online surveys
- Technical working groups
- Thematic workshops
- Website portals with information and updates
- Written correspondence

Details of how and when these engagement opportunities will occur will be shared and updated throughout the HCATP process.

TRANSFORMING THE HCA: PROTECTION AND GOVERNANCE OF CULTURE AND HERITAGE IN THE PROVINCE

Priorities for Change Identified by First Nations and Stakeholders

Over many years, First Nations and stakeholders have identified concerns with the HCA and priorities for change. The JWGFNHC has summarized previously received input from First Nations and stakeholders into five priority areas for change described below. A comprehensive list of feedback and proposed solutions or options received from First Nations and stakeholders is provided in Appendix A and will form the basis of Phase 1 engagement.

1. Indigenous Values and Rights Recognition
2. Decision-Making
3. Protections
4. Resourcing to Support Heritage Management
5. Compliance and Enforcement

Discussion Questions

In considering these challenges, please consider the following discussion questions:

- Do these five themes cover the core priorities for change? Why or why not? What is missing?
- What additional issues and challenges are you facing, or observing, in heritage conservation?
- What specific changes would you like to see to the HCA and its administration (regulations, policies, programs)? What systems, tools or resources are needed to address these issues and challenges?

In considering the engagement process described above, please consider the following discussion questions:

- Does the proposed engagement process provide an effective approach to support the transformation of the HCA?
- What other engagement opportunities and tools should be considered?

- Who else should be engaged in the HCATP process?

NEXT STEPS

Phase 1 of the HCATP engagement process will continue through Fall 2022. A report summarizing the feedback received during Phase 1 engagement will be produced and used to support HCATP advancement. A separate report will be prepared summarizing feedback provided by First Nations.

It is anticipated that the feedback provided through the current engagement phase will inform discussion on policy options that will be developed and refined in subsequent Phases of the HCATP.

APPENDIX A: HCATP FRAMEWORK DOCUMENT

This table presents a summary of issues regarding the HCA that have been expressed by First Nations and stakeholders over many years. It draws on comments heard by the Archaeology Branch in its relationships and engagement with First Nations and stakeholders. It also incorporates some themes drawn from relevant policy documents (listed above in the section *How We Got Here*). In many cases, issues were raised by both First Nations and other stakeholder groups (e.g., industry, landowners, developers, archaeologists) and this input has been combined in the following table.

With assistance from the JWGFNHC, preliminary analysis of feedback received to date has been used to identify patterns that led to the emergence of five key themes:

1. Indigenous Values and Rights Recognition
2. Decision-Making
3. Protections
4. Resourcing to Support Heritage Management
5. Compliance and Enforcement

The first part of the table summarizes key issues, while the second summarizes previously recommended options and potential solutions. The final section of the table cites relevant sections under each theme to assist with the identification of areas within the HCA that may require modernization and/or alignment with the UN Declaration on the Rights of Indigenous Peoples per Section 3 of the Declaration Act. The limitations and strengths of this table are intertwined; it has been prepared by archaeological professionals that work directly with First Nations and stakeholders on these matters on a regular basis and therefore is an informed, but not independent and structured analysis. The content combines rights-holders and stakeholder feedback to identify key shared interests but does not specifically identify what comments were received from First Nations. This table is intended to provide a summary and backdrop for Phase 1 discussion that will result in three reports: one What We Heard report summarizing input received from First Nations; another What We Heard report summarizing stakeholder input; and a single Executive Summary document that summarizes both sets of findings.

Appendix A: Phase 1 Heritage Conservation Act Transformation Project (HCATP) Framework

This table presents a summary of issues regarding the HCA that have been expressed by First Nations and stakeholders over many years. It draws on comments heard by the Archaeology Branch in its relationships and engagement with First Nations and stakeholders. It also incorporates some themes drawn from relevant policy documents (listed above in the section *How We Got Here*). In many cases, issues were raised by both First Nations and other stakeholder groups (e.g., industry, landowners and developers, archaeologists) and this input has been combined in the following table. Preliminary analysis of this feedback led to the development of five key themes: Indigenous Values and Rights Recognition, Decision-Making, Protections, Resourcing to Support Heritage Management, and Compliance and Enforcement. The first part of the table summarizes key issues, while the second summarizes previously recommended options and potential solutions. The final part of the table cites relevant sections of the HCA under each theme to assist with the identification of areas that may require modernization and/or alignment with the [UN Declaration](#) per s. 3 of the [Declaration Act](#).

	Indigenous Values and Rights Recognition	Decision-Making	Protections	Resourcing to Support Heritage Management	Compliance and Enforcement
ISSUES	<ul style="list-style-type: none"> First Nations have been calling for an enhanced role in the management, protection, and conservation of their cultural heritage HCA automatically protects heritage sites and objects that meet certain criteria; it does not automatically protect post-1846 sites nor continuous, living cultural heritage or practices Limitations in HCA protections and the lack of UNDRIP implementation impact First Nations interests and may increase both complexity and conflict over HCA permits and referrals HCA does not address the UNDRIP concept of free, prior, and informed consent (FPIC) HCA does not recognize or integrate First Nations heritage laws and policies HCA permits do not require permit holders and proponents to follow cultural protocols for managing ancestral remains or burial places HCA permits do not require that First Nations be provided opportunities for participation in archaeological work HCA defines heritage sites as discrete locations and not as interconnected places within cultural landscapes HCA does not acknowledge the rights of Indigenous Peoples to maintain, control, protect and develop their cultural heritage, traditional knowledge, cultural expressions, or intellectual property First Nations access to culturally significant heritage sites and objects may be restricted (e.g., private land, museum collections) HCA is silent on ownership and does not address repatriation of heritage objects. Heritage objects are held in repositories that can be difficult for First Nations to access Indigenous place names are inadequately represented in archaeological records 	<ul style="list-style-type: none"> First Nations have been calling for an enhanced role in the management, protection, and conservation of their cultural heritage A decision-making model that is more inclusive of Indigenous knowledge, perspectives and direct involvement is needed Consideration of heritage sites at the earliest possible stage of development review, engagement, decision-making, and land use planning processes is required Existing regional Archaeological Overview Assessments (AOAs) and archaeological predictive models do not cover the full province and may not meet current Provincial or First Nations standards HCA does not currently enable s. 7 agreements under the <i>Declaration Act</i> HCA s. 4 agreements take too long to negotiate, are challenging to apply to private lands, are unclear regarding decision-making authority, and require intense resourcing Professional reliance: First Nations want to determine which archaeological consultants are approved to carry out HCA permitted work in their territory Inadequate provincial Natural Resource Sector (NRS) coordination on referrals/decisions, issues with centralized vs. regional delivery models, inconsistent management of heritage resources across ministries, disjointed consultation processes across NRS HCA permitting process is administratively burdensome and complex to navigate for all parties HCA decision-making criteria are unclear and do not expressly consider other public interest factors No dispute resolution or appeal mechanisms 	<ul style="list-style-type: none"> Current legal tools and administrative processes are inadequate to address circumstances where development proposals conflict with heritage sites Lack of clear definitions in HCA causes confusion and issues with administration, protection, and enforcement (e.g., burial place, ancestral remains, grave goods, site boundaries, heritage trails, desecration) HCA is a dual-purpose statute that serves to protect heritage sites, objects, and values but also permit alterations, which can create conflict First Nations ancestral remains and burial places do not receive the same protection and respect as registered cemeteries HCA does not automatically protect post-1846 sites that have significant heritage value to First Nations or other communities HCA does not adequately recognize and protect intangible cultural heritage, including sites without physical evidence and intangible cultural heritage that is not place-based Inventory of heritage sites is incomplete and out of date, leading to gaps in protection HCA does not address cumulative impacts to heritage sites HCA does not provide different levels of protection based on assessed heritage value or site significance Lack of policy or criteria for designation and recognition of provincial heritage sites No centralized, consistent management of heritage across ministries and local governments operating under different legislation, including <i>Forest & Range Practices Act</i>, <i>Oil & Gas Activities Act</i>, <i>Environmental Assessment Act</i>, <i>Land Act</i>, <i>Mines Act</i>, <i>Transportation Act</i>, <i>Local Government Act</i>, etc. There is a need for additional tools and resources to support local government's role in the management of heritage 	<ul style="list-style-type: none"> First Nations and government do not have adequate resources to effectively support heritage management, including evaluation of all permit applications and project referrals that may impact cultural heritage Archaeology Branch resources are inadequate to address the significant number of HCA permits and site forms, and existing Branch staff are concentrated in Victoria Antiquated, burdensome, and non-integrated systems and tools for heritage management Inventory of heritage sites is incomplete and out of date, leading to gaps in protection No clear framework, funding, or mechanism to support purchase of property with significant heritage sites, to offset unforeseen archaeological costs, to support cultural protocols and repatriation of ancestral remains or heritage objects, or to support restitution When ancestral remains are disturbed because of development, First Nations may bear the costs of cultural protocols and reburial First Nations require further resourcing (sustainable funding, etc.), programs and tools to safeguard, revitalize and share their cultural heritage, including support for development and maintenance of repositories Policy and resources to address the impacts of climate change on cultural heritage are inadequate Lack of clear guidance for repositories Some Archaeology Branch operational policies and bulletins need to be updated 	<ul style="list-style-type: none"> Inadequate compliance and enforcement tools in the HCA Inadequate compliance and enforcement resourcing to support investigations into reported contraventions First Nations desire more direct involvement in investigations into alleged HCA contraventions Need to establish and maintain clear and rigorous professional standards for archaeologists in B.C. Need to enhance capacity for regulatory oversight, including conducting field audits Site inventory and archaeological predictive models are not publicly available (restricted access) making it difficult to determine if heritage resources are present, likely to be present, and in conflict with proposed or active development Need to clarify and formalize roles and responsibilities (e.g., Province, First Nations, local governments, realtors, industry) in educating proponents and the public and holding them accountable to the HCA Need to enhance public awareness and education to improve compliance with HCA Management recommendations made by professional archaeologists are not always clearly outlined or implemented Inconsistent administration and enforcement of cultural heritage and application requirements among different provincial legislation and regulatory bodies (Archaeology Branch, Heritage Branch, Transport & Infrastructure, Oil & Gas Commission, Forest & Range Evaluation Program, Energy & Mines, Environmental Assessment Office)

Appendix A: Phase 1 Heritage Conservation Act Transformation Project (HCATP) Framework

	Indigenous Values and Rights Recognition	Decision-Making	Protections	Resourcing to Support Heritage Management	Compliance and Enforcement
OPTIONS (PREVIOUSLY RECOMMENDED)	<ul style="list-style-type: none"> Expand the definition of heritage to recognize and protect a broad spectrum of Indigenous cultural heritage (intangible heritage sites, post-1846 sites, continuous, living heritage) Post First Nations heritage laws and policies on the Archaeology Branch website (as desired by First Nations) for consultant and proponent consideration when planning projects and drafting permit applications Develop mechanisms to support recognition of First Nations laws, policies, governance, and decision-making authorities pertaining to heritage, and consider how to incorporate the concept of free, prior, and informed consent (FPIC) As desired by First Nations, require cultural protocols for ancestral remains and burial places be followed under HCA permits Include requirement in HCA permits to invite, engage, and support the direct participation of First Nations in archaeological work Enable Government to Government development of collaborative programs that provide opportunities for First Nations to develop and document their heritage management policies Enhance site inventory data and develop a single, centralized resource and approach to recognize and record all HCA-registered and known, non-registered heritage sites and objects Give First Nations greater control over the selection of repositories for Indigenous cultural heritage resources Develop collaborative and clear roles and responsibilities and Government to Government protocols with sufficient resourcing to support repatriation of Indigenous heritage objects Ensure Indigenous place names are used in archaeological records, if supported by Indigenous communities Ensure Indigenous intellectual property and cultural knowledge are safeguarded and that requests for confidentiality are respected 	<ul style="list-style-type: none"> Enhance First Nations' role in decision making and develop clear processes, tools, and criteria (strategic and operational) Develop a provincial framework and strategy for heritage Consider existing and additional tools and mechanisms to support earlier consideration of heritage values and better land use decisions (e.g., Informed Contributors Layer, inclusion of Indigenous knowledge, <i>Land Act</i> reserves, Notices of Intent, restrictive covenants) Develop updated, consistent regional Archaeological Overview Assessments (AOAs) and potential models Consider ways to streamline the negotiation and approval of agreements with First Nations under s. 4 and s. 20 of the HCA and s. 7 of the <i>Declaration Act</i> Facilitate a greater role for First Nations to engage with local governments on project proposals involving heritage Enhance policy and clarify processes surrounding high-significance sites near which development may be considered untenable Consider changes to Natural Resource Sector (NRS) referral and decision-making processes: <ul style="list-style-type: none"> Bolster regional archaeology branch program delivery and NRS coordination to enhance relationships and efficiency Modernize tools and integrated systems for permitting, referrals, reports, and site records Update criteria for decision-making to include broader interest factors (e.g.: social and economic implications, cumulative effects, "highest and best use of land") Streamline application processes and timelines (e.g., concurrent Archaeology Branch and First Nations review of permit applications; NRS coordination and bundling of referrals) Develop resources to support enhanced consultation expectations, requirements, and complexity (e.g.: increased capacity, training, guidance, and tools) Develop clear processes for appeals and dispute resolution 	<ul style="list-style-type: none"> Develop legislative or policy guidance to outline where alteration permits will not be considered (e.g., sites of high heritage value) Add key definitions to HCA that reflect and acknowledge Indigenous principles and perspectives Consider application of HCA s. 4, s. 9, s. 11.1, s. 32 and other mechanisms (<i>Land Act</i>, etc.) to enhance site protections Enhance protections for ancestral remains and burial places (e.g., consider alignment with registered cemeteries under the <i>Cremation, Interment and Funeral Services Act</i>, other designation tools) Develop mechanisms to expand and enhance the protection of post-1846 sites and sites without physical evidence that are of significant heritage value to First Nations or other communities, including intangible cultural heritage that is not place-based (e.g., oral traditions, cultural practices, knowledge, and skills) Coordinate the protection of heritage under different legislation managed by different regulatory bodies Develop clear criteria for the designation and recognition of provincial heritage sites Develop mechanisms to ensure that cumulative impacts to heritage are addressed Support the development of heritage planning tools and resources for municipalities 	<ul style="list-style-type: none"> Identify opportunities and resourcing to support increased First Nations capacity and involvement in heritage management, including review of permit applications and project referrals Develop sustainable, long-term funding for programs and grants to support First Nations in the stewardship of their heritage Consider enhancing resources within the Archaeology Branch and Compliance and Enforcement Branch Develop public education materials and programing (potentially Indigenous-led) to increase awareness of HCA and heritage resources Enhance systems and tools to support integrated, efficient, and effective heritage management Address the backlog of site records to ensure that the inventory provides up to date information Consider possible mechanisms and funding sources to support land purchases, compensation, restitution, site remediation, and to provide ceremonial support for reinterment or relocation of ancestral remains Identify and secure resources to address the impacts of climate change on heritage Develop clear guidance for repositories Revise and develop Archaeology Branch operational policies and guidelines 	<ul style="list-style-type: none"> Increase First Nations involvement in monitoring, oversight, protection, investigation, and enforcement responsibilities held by the Crown (i.e., Guardians, Environmental Stewardship Initiative, shared/joint/delegated decision-making authorities) Enhance training and education to increase awareness of and compliance with the HCA Enhance compliance and enforcement capacity, legal tools, and processes Enhance regulatory oversight of archaeological professionals conducting work under the HCA (qualifications, deliverable review, field audits, and eligibility to hold or conduct work under HCA permits) Develop and update policies, guidelines, and standards for archaeological work in B.C. Hold proponents and landowners accountable to adhere to professional recommendations Identify and develop additional deterrents to unauthorized site impacts (e.g., public education, legal authority to require archaeological work in high potential areas proposed for development) Seek opportunities to centralize or harmonize heritage management standards and requirements amongst regulatory bodies and legislation

Appendix A: Phase 1 Heritage Conservation Act Transformation Project (HCATP) Framework

	Indigenous Values and Rights Recognition	Decision-Making	Protections	Resourcing to Support Heritage Management	Compliance and Enforcement
HCA SECTIONS	<ul style="list-style-type: none"> Part 1 – Definitions S. 2 – Purpose of the Act S. 3 (1)(3) – Refusal to disclose site info S. 3 (6) – Protection not affected by error or omission in Provincial Heritage Register S. 4 – Agreement with First Nations S. 6 – Act prevails over other legislation S. 7 – Provincial Heritage policies S. 9, 10 and 11.1 – Heritage Designation S. 12.1 – Heritage Protection S. 16.1 – Stop work orders S. 21 – Preservation intervention S. 32 – Notice of heritage status on land title S. 32.1 – Notice of heritage status in relation to treaty lands S. 37 – Power to make regulations 	<ul style="list-style-type: none"> S. 2 – Purpose of the Act S. 3 (1) – Maintenance of the Provincial Heritage Register S. 4 – Agreement with First Nations S. 7 – Provincial Heritage policies S. 9, 10 and 11.1 – Heritage Designation S. 12.2 – Heritage Inspection/Investigation by Permit S. 12.3 – Heritage Inspection/Investigation by Order S. 12.4 – Power to Issue or amend permits S. 12.5 – Permit requirements, specifications, and conditions S. 12.6 – Amending, suspending, or cancelling permits – new info available S. 20 (1) – Powers of the minister S. 20.1 – Ministerial delegation/sub-delegation S. 22 – Advisory committees S. 37 – Power to make regulations 	<ul style="list-style-type: none"> S. 3 (3) (b) and (c) – Provincial heritage register S. 4 – Agreement with First Nations S. 5 – Act is binding on government S. 6 – Act prevails over other legislation S. 8 – No derogation of aboriginal or treaty rights S. 8.1 – Application of Act to treaty lands S. 12.1 (4) – Site definition S. 18 – promotion of heritage value S. 19 – Unclaimed objects in heritage collections S. 32.1 – Notice of heritage status in relation to treaty lands 	<ul style="list-style-type: none"> S. 2 – Purpose of the Act S. 3 (5) – fees for site info S. 11 – Compensation for heritage designation S. 12.2 (3) – proponent liable to pay for heritage inspection or investigation S. 20 (1) – Powers of the minister S. 21 (2) – Preservation at expense of owner and/or government S. 35 (1) – Immunity S. 36 – Offence and Penalty 	<ul style="list-style-type: none"> S. 3 (2) – access to Provincial Heritage Register information S. 8.2 – Duty to Report Discovery S. 12.3 – Heritage Inspection/Investigation by Order S. 12.7 - Amending, suspending, or cancelling permits – enforcement S. 15 – Entry authority for heritage inspection/investigation orders S. 15.1 – Entry and inspection S. 15.2 – Warrant to search and seize evidence S. 15.3 – Obligation of person inspection S. 16.1 – Stop work orders S. 17 – Notices and immunity S. 21 – Preservation intervention S. 34 – Civil remedies respecting contraventions S. 36 – Offence and penalty S. 37 – Power to make regulations



INFORMATION REPORT

Council Meeting: September 20, 2022

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ABBY FORTUNE, DIRECTOR OF PARKS & RECREATION **FILE NO:** 8200-20

SUBJECT: TOURISM PLAN FOR UCLUELET FINAL DRAFT PRESENTATION **REPORT NO:** 22- 139

ATTACHMENT(S): APPENDIX A - TOURISM PLAN FOR UCLUELET

PURPOSE

To provide Council with a presentation of the Final Draft of the Ucluelet Tourism Master Plan from Dan Wilson, Consultant, WCS Engagement and Planning, and to receive input into the draft plan.

BACKGROUND

The Tourism Master Plan for Ucluelet was funded through the BC Rural Dividend Fund with management support from the District of Ucluelet and Tourism Ucluelet. The lead consultants hired to carry out the project were Dan Wilson, Planning & Engagement Specialist, WCS Engagement and Planning, Cheeying Ho, Executive Director, WCS Engagement and Planning

The tourism planning process was undertaken in collaboration with stakeholders and engagement with community members (through an open house and survey), tourism organizations, governments, and other stakeholders in Ucluelet over a two-year period. The work was reviewed by a Working Group with a passion for both the community and tourism in and around Ucluelet.

Tourism Plan Working Group Members were:

- Mike Irg, Alberni Clayoquot Regional District Planning
- Mark Fortune, Airport Representative
- Adele Larkin + Lara Kempf, Black Rock Resort
- Nicole Gerbrandt, CBT - West Coast Nest
- Laurie Gehrke, Co-op
- Bruce Greig, District of Ucluelet
- Abby Fortune, District of Ucluelet
- Ian Riddick, Heartwood Kitchen, etc...
- Susan Payne, Pacific Rim Arts Society
- Dave Tovell, Parks Canada
- Noah Plonka, Toquaht Nation
- Denise Stys-Norman, Tourism Ucluelet
- Laurie Filgiano, Ucluelet Chamber of Commerce
- Corey Rich, Ucluelet First Nation
- Melissa Boucha, Ucluelet First Nation
- Jenny Touchie, Ucluelet First Nation
- Julian Ling, Wild Pacific Trail Society

The five Focus Areas that helped the working group achieve their vision and guided their actions in the plan were:

FOCUS AREA 1**ENVIRONMENTAL STEWARDSHIP**

Goal: Our visitors embrace our natural areas and are educated on how to be stewards of the environment and minimize their impact.

FOCUS AREA 2**VIBRANT BUSINESSES AND COMMUNITIES**

Goal: Visitors embrace our strong sense of community and history, our local and Indigenous businesses thrive, and our employees are healthy and secure.

FOCUS AREA 3**DIVERSE, QUALITY AND GENUINE OFFERINGS YEAR-ROUND**

Goal: We provide unique West Coast experiences that attract those wanting to visit us in any season.

FOCUS AREA 4**MANAGED GROWTH**

Goal: Tourism visitation and new growth is spread more evenly year-round, and tourism is managed within our natural and human capacities.

FOCUS AREA 5**ROBUST TOURISM FOUNDATIONS + RELATIONSHIPS**

Goal: We have strong partnerships and ensure the vital infrastructure and resources to support a thriving and resilient tourism economy.

This final presentation will provide an overview of the Tourism Plan for Ucluelet:

- Summary
- Background
- Situation Analysis and Key Insights
- Tourism Value
- Visitation and Room Revenues
- Macro Travel Trends
- Community and Industry Perspectives
- Vision and Goal
- Strategic Directions and Actions
- Evaluating and Adapting
- Implementation
 - Action & Timing
 - Terms of Reference
 - Partnership Agreement

Respectfully submitted:

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Tourism Plan UCLUELET

September 2022

Final



Acknowledgements

LAND ACKNOWLEDGEMENT

Ucluelet resides on the Ucluth Peninsula, traditional territory of the Yuuʷuʷiʷaʷ. The Ucluth Peninsula has a significant First Nations history, inhabited by the Yuu-tluth-aht Yuuʷuʷiʷaʷ (Nootka) people for thousands of years. The Yuu-tluth-aht Yuuʷuʷiʷaʷ have stories and legends about living in the Ucluelet area dating back as far as 4,300+ years ago. One of Nuu-chah-nulth's primary teachings is 'Hishuk ish is' awalk' or 'Everything is one.' The land and the sea gave them food and supported their livelihood and culture and we continue to honour that spirit here today.

Lands and beaches along the peninsula, in conjunction with those listed above; Big Beach (ʷiʷhatis), Little Beach (ʷawaʷaqtu), Hitiŋqis Park (Hitiŋqis Taʷii), Terrace Beach (ʷiisanapuwis), Amphitrite Point (ʷiʷaaʷiʷiʷ), and the now Pacific Rim National Park; Island off Florencia Bay Beach (qaanimʷa) and South Beach (tuʷuuwis), are rich in Yuuʷuʷiʷaʷ history and remain sensitive environments.

Today, Yuuʷuʷiʷaʷ (Government) is a modern treaty government, located in hitaʷu. There are approximately 700 Yuuʷuʷiʷaʷ citizens, 200 located in hitaʷu and residing urban citizens throughout Vancouver Island, across Canada and the United States. The Yuuʷuʷiʷaʷ Government jurisdiction extends over nearly 5,500 hectares of Treaty Settlement Land surrounding the community of hitaʷu, as well as territory north of Ucluelet, in the Effingham Inlet, and along the Nahmint River.

Tourism Ucluelet and the District of Ucluelet acknowledge the Yuuʷuʷiʷaʷ, on whose traditional territories the District of Ucluelet, Tourism Ucluelet and the Tourism Industry operates. We would like to further acknowledge the Toquaht Nation, Tseshaht First Nation, Tla-o-qui-aht First Nations, Ahousaht and Hesquiaht First Nation on whose traditional territories (the Broken Group Islands to Hesquiaht [Hot Springs Cove]) the visitors to Ucluelet explore and play while on holidays to the west coast.



*This image is intended for the Tourism Plan only and was created by Barbara Schramm of Schramm Design.

GENERAL ACKNOWLEDGMENTS

Tourism Plan Working Group Members

- Mike Irg, Alberni Clayoquot Regional District Planning
- Mark Fortune, Airport Representative
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- Nicole Gerbrandt, CBT - West Coast Nest
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- Bruce Greig, District of Ucluelet
- Abby Fortune, District of Ucluelet
- Ian Riddick , Heartwood Kitchen Etc.
- Susan Payne, Pacific Rim Arts
- Dave Tovell, Parks Canada
- Noah Plonka, Toquaht Nation
- Denise Stys-Norman, Tourism Ucluelet
- Laurie Filgiano, Ucluelet Chamber of Commerce
- Corey Rich, Ucluelet First Nation
- Julian Ling, Wild Pacific Trail

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Summary

PLAN PURPOSE

Tourism is one of Ucluelet's main economic drivers, employing 400-500 people regionally and generating \$50-60 million in regional spending each year. Done right, tourism can bring many benefits to our area; doing it right requires proactive planning and ongoing governance for community success. More than any other industry, tourism requires collaboration and partnering amongst local, regional, and provincial organizations, as well as with residents and local business groups and tourism operators.

In the spirit of collaboration, we embarked on this Tourism Plan to identify a shared community vision for tourism, and strategies to achieve it. The plan builds on the assets that have made tourism and our collaboration successful to date, leverages what Ucluelet is good at, proactively aligns with community priorities, and identifies new opportunities and strategies for meeting the changing needs and demands of visitors.

WHO WE HEARD FROM

The tourism planning process was undertaken in collaboration with stakeholders and engagement with community members, tourism organizations, governments, and other stakeholders. The work was reviewed by a Working Group with a passion for both the community and tourism in and around Ucluelet. *Details on page 10.*

VISION FOR TOURISM IN UCLUELET

Through the planning and engagement process, we developed and then refined a Ucluelet tourism vision. It is as follows:

Our Tourism Vision

Tourism in Ucluelet welcomes visitors year-round for genuine, immersive, and restorative West Coast experiences that are respectful of our environment, cultures, and people.

Details on page 33.

FOCUS AREAS AND GOALS

The five Focus Areas will help us achieve our vision and guide our actions in the plan. The Focus Areas and goals reflect the desired outcomes articulated through engagement with community members, local businesses, and tourism stakeholders.

FOCUS AREA 1

ENVIRONMENTAL STEWARDSHIP

Goal: Our visitors embrace our natural areas and are educated on how to be stewards of the environment and minimize their impact.

FOCUS AREA 2

VIBRANT BUSINESSES AND COMMUNITIES

Goal: Visitors embrace our strong sense of community and history, our local and Indigenous businesses thrive, and our employees are healthy and secure.

FOCUS AREA 3

DIVERSE, QUALITY AND GENUINE OFFERINGS YEAR-ROUND

Goal: We provide unique West Coast experiences that attract those wanting to visit us in any season.

FOCUS AREA 4

MANAGED GROWTH

Goal: Tourism visitation and new growth is spread more evenly year-round, and tourism is managed within our natural and human capacities.

FOCUS AREA 5

ROBUST TOURISM FOUNDATIONS + RELATIONSHIPS

Goal: We have strong partnerships and ensure the vital infrastructure and resources to support a thriving and resilient tourism economy.

Details on page 33.

STRATEGIC DIRECTIONS

The following strategic directions consider the trends, opportunities, and challenges of today and offer direction on how to achieve our goals in each focus area. The directions seek to continue the benefits of tourism such as economic diversification, employment, increased vibrancy, and community spirit; and address current challenges of peak period overcrowding, housing, and staffing shortages, overuse of amenities/infrastructure and variability in visitation.

ENVIRONMENTAL STEWARDSHIP	VIBRANT BUSINESSES AND COMMUNITIES
STRATEGIC DIRECTIONS	
<ol style="list-style-type: none"> 1. Protect and enhance areas important to tourism. 2. Educate visitors to cultivate stewardship of the natural environment. 3. Ensure mechanisms for visitors/tourism to financially contribute to environmental stewardship. 4. Encourage greater use of active transportation and transit to, from and around the community. 	<ol style="list-style-type: none"> 1. Increase support/enhance benefits to ensure attraction and retention of employees working in the tourism industry. 2. Create opportunities for visitors to connect with and understand the local community. 3. Develop better data and monitoring systems to support economic growth and improve visitor experience. 4. Support more sustainable/resilient operations in local businesses. 5. Attract residents/businesses that can provide essential (e.g., food) tourism services and new experiences.
QUALITY, GENUINE AND DIVERSE OFFERINGS YEAR-ROUND	MANAGED GROWTH
STRATEGIC DIRECTIONS	
<ol style="list-style-type: none"> 1. Grow our arts, culture, heritage, events, and education offerings. 2. Continue to build a robust pathway/trail network with improved access and connectivity, while respecting neighbourhoods. 3. Develop a deeper understanding of value-aligned visitors and shape local experiences to attract them. 4. Grow our marine and land-based eco-tourism and regenerative tourism-based experiences. 	<ol style="list-style-type: none"> 1. Strategically invite visitation in the fall, winter and spring seasons. 2. Preserve our small-town character and feel through policies, design, etc. 3. Consider future tourism land use needs and scenarios in light of this plan. 4. Better understand area visitor and development capacities and how to manage them. 5. Maintain summer visitation, and develop programs, projects, and infrastructure to manage it. 6. Create experiences, offerings and itineraries to entice visitors to stay longer.
ROBUST TOURISM FOUNDATIONS+ RELATIONSHIPS	
STRATEGIC DIRECTIONS	
<ol style="list-style-type: none"> 1. Continue to develop inclusive partnerships with neighbouring Indigenous communities. 2. Address affordable housing needs for community members and employees. 3. Regularly consult community members regarding tourism decisions and respond to their perspectives. 4. Improve infrastructure and services where needed and strengthen climate adaptation, resilience, and emergency responses. 5. Strengthen partnerships and collaboration among tourism partners and stakeholders at all levels (e.g., local, regional, provincial, and national). 	

Details on page 36 with supporting Actions in Appendix A.

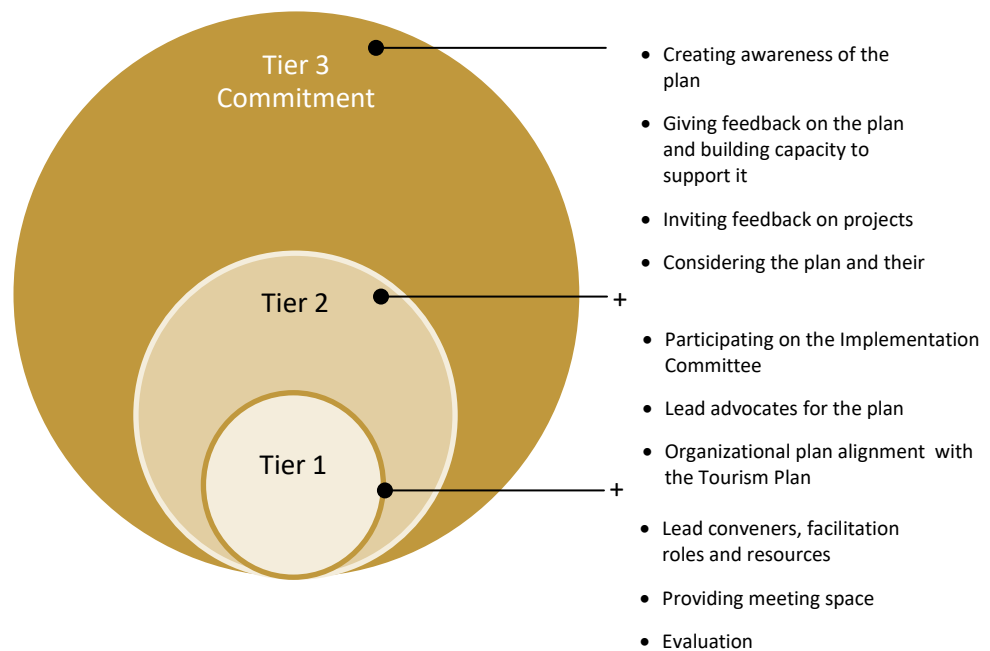
IMPLEMENTATION APPROACH

Ucluelet's current tourism benefits are a result of people, working together. Tourism is unique this way when compared to other industries, perhaps most of all in the cooperation and partnership required to deliver the 'experiences' sought by visitors and the community alike. To facilitate continued success in tourism and the effective roll out of this plan, roles need to be clearly defined, implementation actions need to be prioritized, and funding needs to be in place. *Details on page 40.*

TOURISM PLAN IMPLEMENTATION COMMITTEE

The Tourism Plan Working Group will be formalized into an ongoing Tourism Plan Implementation Committee ¹ that maintains similar representation to the working group and expands where needed. The Tourism Plan Implementation Committee will oversee the implementation of this plan and prevent it from stalling, the consequences of which could include a loss of momentum, apathy, lack of coordination, and limited resources. The draft terms of reference for this Committee is in Appendix B.

In addition to the Committee, a formal partnership agreement among important and interested organizations is identified to help with the sustainability of the working structure, commitment to tourism, and plan implementation. The agreement is structured with varying levels of commitment, with lead convening and implementation roles for organizations such as Tourism Ucluelet and the District of Ucluelet, which residents and the business community highlighted as core to ensuring tourism development supports community and business goals. Secondary levels of commitment are ascribed to organizations participating on the Implementation Committee. The final level of commitment includes mostly tourism organizations empowered to promote the tourism plan, take part in industry engagement, and consider the actions identified for them through planning. *Details on page 40 and Appendix C*



¹ The name of this group has yet to be decided. Ideas include, Lightkeepers or the Pathfinders Group.

ACTION PLAN

Prioritizing the aforementioned Strategic Directions led to a review of community, business, and tourism stakeholder input on specific projects and ideas. New ideas were brainstormed with the Working Group and finally prioritized and organized into a general timeline for implementation (see Appendix A). Action implementation is organized into a table represented by the following priorities and action categories.

Catalyst actions:	Short Term Priority:	Medium Term Priority:	Long Term Priority:
<ul style="list-style-type: none"> • Have high value* • Achieve multiple goals • Start within the first year 	<ul style="list-style-type: none"> • High value tactics with simple tactics and can be achieved within year one 	<ul style="list-style-type: none"> • High value, somewhat complex <u>or</u> requiring lead-time or other actions to accomplish 	<ul style="list-style-type: none"> • High value, somewhat complex <u>and</u> requiring lead-time and other actions to accomplish

*Very important for reaching desired goals.

FUNDING

Implementing the Tourism Plan, and achieving the vision and goals it lays out, will require time, funding, and the commitment of many organizations. While some actions will be part of the normal course of business for implementing organizations and tourism businesses, actions to purchase or maintain built or natural infrastructure or develop new programming will require funding. The two major foundational funds to help continue this work are the Resort Municipality Initiative (RMI) funding and the Municipal Regional District Tax (MRDT). This funding should be aligned, where possible, with the actions in this plan. *Details on page 45.*

NEXT STEPS

There are two types of actions: 1) actions for realizing the Strategic Directions, Focus Areas, and Vision (see Appendix A) and 2) implementation actions for keeping the plan moving. Next steps should advance critical implementation actions as shown in the table below:

Implementation action	Lead	Partner	6 Months	Year 1
Tourism Plan received and recognized by the District of Ucluelet and Tourism Ucluelet	DoU/TU		X	
Partnership Agreements Signed	DoU/TU	Others	X	
Creation and commitment to a Tourism Plan Implementation Committee	DoU/TU	Others	X	
Tourism Plan Implementation Committee meeting 1 to set culture and report on initial actions (see Appendix A).	DoU/TU	TPIC	X	

Implementation action	Lead	Partner	6 Months	Year 1
Commitment postcard, pledges, or other efforts to engage the tourism sector in working toward the vision and goals and industry activities outlined in this plan	TU	TPIC	X	
Tourism specific stakeholder/sector working group sessions at least annually	TU	TPIC		X
Implementation Committee Meeting 2	DoU/TU	TPIC		X
Implementation Committee Meeting 3	DoU/TU	TPIC		X
Implementation Committee Meeting 4	DoU/TU	TPIC		X



Background

UCLUELET

Ucluelet is a welcoming, active, and diverse community. It has been shaped over time by the energy of the place and the people drawn to the natural setting of the rugged outer west coast of Vancouver Island. Ucluelet is situated in the traditional territory of the Yuuʔuʔiʔaʔh (Ucluelet First Nation), whose community is based immediately across the harbour at Hitacu. The Yuuʔuʔiʔaʔh are one of the five Maa-Nuulth Treaty First Nations along with the nearby 'tukwaaʔath (Toquaht Nation).

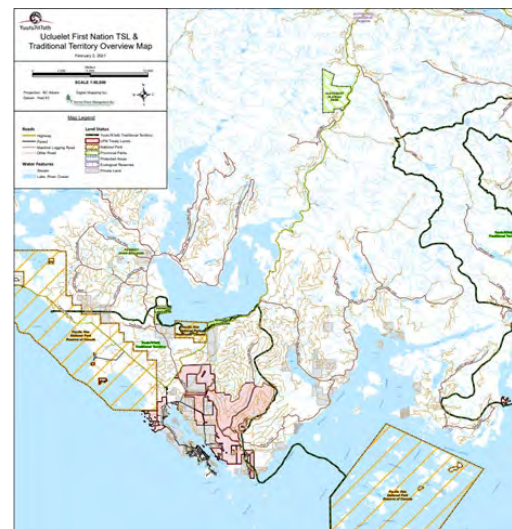
Located on the narrow Ucluth Peninsula between Barkley Sound and the exposed Pacific Ocean, Ucluelet's name ("safe Harbour" in the Nuuchahnulth language) points to the key position of the town in this spectacular landscape. Poised on the edge of the Pacific, the community draws its energy from the interplay 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; resident / visitor; small town / world class; energizing / restoring – the interplay of these forces makes for a community that is complex, balanced and dynamic.

Ucluelet residents are known for being friendly, hardworking, and resourceful. They are a welcoming group who are fiercely protective of the land and sea, as well as the resources that have sustained the community for generations. Ucluelet has been recognized 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.

ACCESS

Ucluelet is located on the west coast of Vancouver Island at the end of the road for air and vehicle travel, which means travel to the area tends to be an intentional decision. Ucluelet is accessible by road and by air. Travelers driving from the lower mainland can reach the island by ferry. International travelers can arrive at either Vancouver or Victoria International Airports and then use similar road or air approaches to get to Ucluelet.

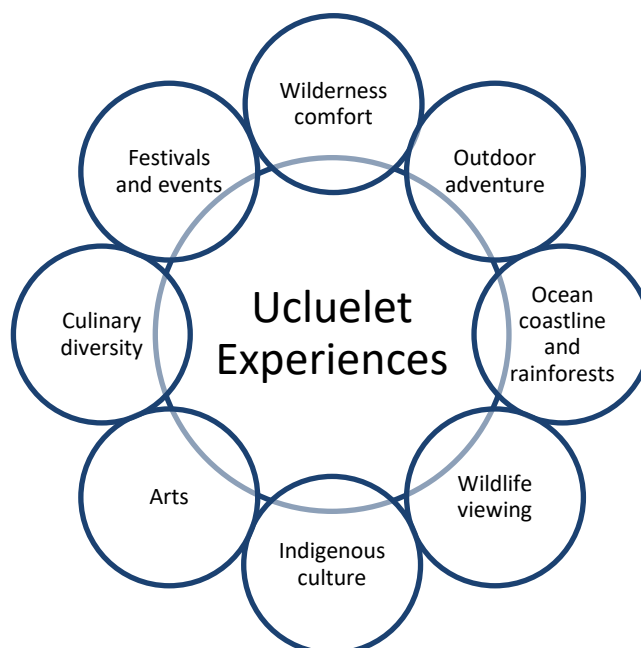
Ucluelet is a Nuuchahnulth word most known as 'People of the Safe Harbour.' More accurately Ucluelet People, lit. 'Dwellers of the Protected Place Inside'. The Ucluth peninsula has been inhabited by the Yuuʔuʔiʔaʔh people as far back as 4,300+ years ago.



Type	Departure	Arrival	Quality	Travel times
	Vancouver Island communities	Ucluelet	Major and minor paved highways.	2.5-3 hr to/from Nanaimo or Comox 4-4.5 hr to/from Victoria
	Mainland British Columbia	Ucluelet	Major and minor paved highways. Large car ferry.	5 hr from Vancouver
	Vancouver, Nanaimo, Victoria	Tofino/Ucluelet Airport	Smaller propeller fixed wing aircraft. Minor highway paved.	45 min from Vancouver International Airport
	Vancouver, Victoria, Nanaimo	Tofino Harbour	Smaller propeller fixed wing aircraft. Minor highway paved.	1 hr to Tofino and then a 40-minute transfer required to Ucluelet

THE UCLUELET EXPERIENCE

Ucluelet is a year-round, travel destination that offers picturesque beauty, ancient cedars, and spectacular tree-lined horizons along the Wild Pacific Trail. This community is considered one of Vancouver Island's hidden 'off the beaten path' gems. Ucluelet has been named one of BC's top ten, small towns, and offers an endless range of outdoor activities. Affectionately known as "Ukee," the town is friendly, and welcoming. The streets are lined with appealing hotels, restaurants, B&Bs, and artisan shops, while the surrounding area offers wonderful opportunities for wildlife-viewing, hiking, biking, kayaking, surfing and more. Ucluelet is a flourishing community that thrives on outdoor recreation and eco-tourism. It is surrounded by the 150,000 acres Pacific Rim National Park Reserve, with the Broken Group Islands to the South and Long Beach to the North. Ucluelet is a great base for taking on all that the West Coast has to offer. *Details on page 15.*



UCLUELET'S RELATIONSHIP WITH TOURISM

The current relationship between Ucluelet and tourism is best expressed in the side text box combined with what was learned during the project's research phase below.

The growth in tourism, as further detailed within the Situational Analysis on page 12, has brought revenue to the community and many diverse opportunities. These benefits, along with the challenges that growth can bring, instigated the need to develop a guiding document and action plan for the future of Ucluelet's tourism economy. As part of the Tourism Plan engagement process, Ucluelet residents and businesses shared valued tourism experiences in the area, as well as the benefits of tourism including:

- Economic diversification and employment opportunities
- Contribution to community vibrancy and recreation infrastructure

With tourism benefits and recent growth, there have also been some challenges and concerns, such as:

- Infrastructure (over)use resulting in diminished capacity
- Disrespectful visitors and harm to the environment
- Higher cost of living and overcrowding leading to a diminished quality of life and access to basic amenities like grocers
- Added pressure on the availability and affordability of housing

While benefits and challenges are listed separately above, many respondents described both and hoped that a balanced approach would see benefits more evenly distributed, growth slowed, and natural areas protected.

TOURISM PLAN DEVELOPMENT

With a genuine desire to understand and address concerns and seek pathways to reap the benefits of tourism, the District of Ucluelet, in close partnership and support from the Tourism Ucluelet, embarked on this Tourism Plan process.

The purpose of a Tourism Plan is to ensure the long-term success of tourism in Ucluelet. To achieve this, the plan includes a long-term development framework for tourism that guides tourism development in a coordinated and forward-looking way. This plan takes stock of the current situation, and provides a vision, goals, and strategies to guide more specific actions. The plan is a living document that needs to remain flexible and up to date in order to adapt to changes (including trends) that may arise within the environment (social, cultural, environmental, and economic). The planning process was undertaken in

The Visitor Experience

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

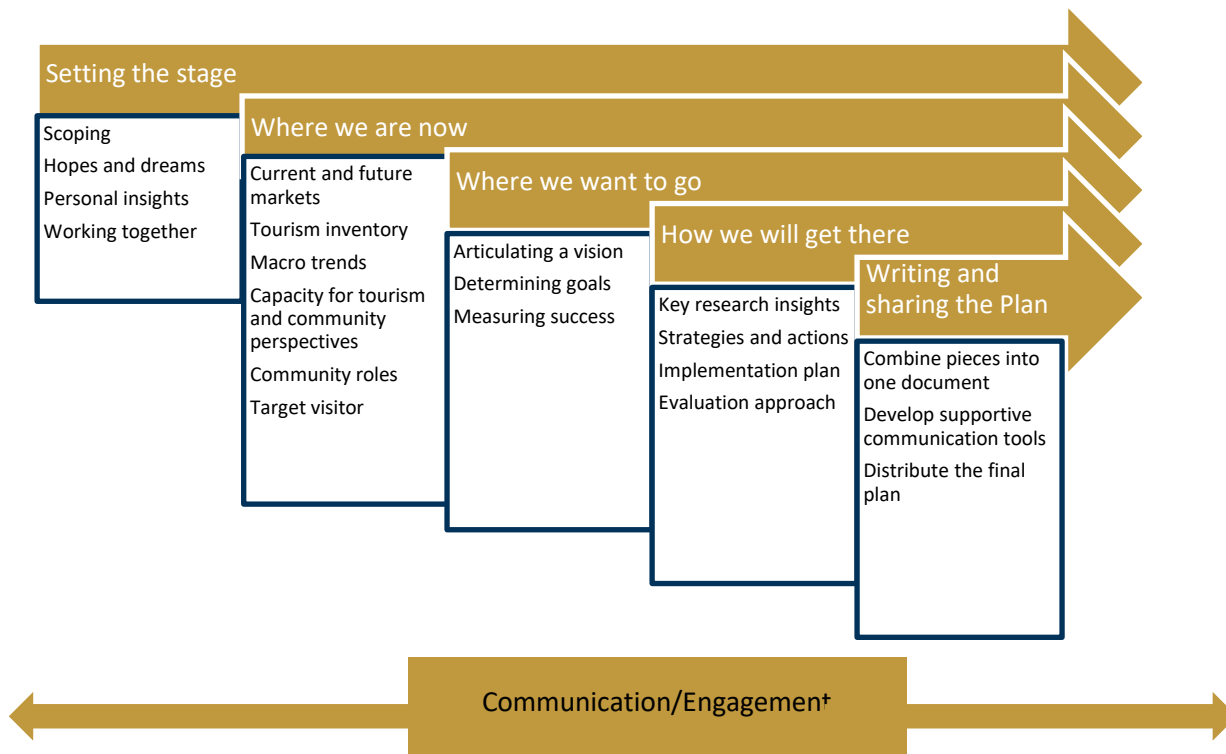
Ironically, this is one of the town's strengths as a visitor destination. Ucluelet is the kind of town where there's a good chance that your yoga instructor not only lives next door to a forklift operator, but that she *is* a forklift operator.

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.

collaboration with stakeholders and engagement with the community. This tourism plan will serve as a guide to improving tourism in Ucluelet, as well as clarify the role organizations will play in that journey.

THE PROCESS:



ENGAGEMENT

The gathering and incorporation of input from the tourism sector and community is critical for the development of an informed plan. Furthermore, the commitments, support, and energy of tourism planning participants is what will ensure the plan is enduring and successful. To achieve this outcome, an effective and meaningful engagement process was developed to encourage broad and diverse participation using multiple targeted engagement activities. In addition to the Working Group, activities included surveys, an open house, project web pages, focus groups, interviews, meetings, and presentations. Participants were asked to help identify tourism benefits, concerns, visions, priorities, and project ideas.

Engagement participation included the following:

- A **Working Group** composed of members of the tourism community, as well as District staff and staff from neighbouring communities. The Working Group met over a period of 12-months as a group and in smaller working units, and: 1) collaborated on the structure, content and engagement process, and; 2) reviewed input to help ensure concerns and aspirations of the general public and organizations were consistently understood and considered.
- A **Resident survey** attracted 280 total participants and achieved a response rate of over 10% of the local population.

- A **Business survey** initiated by 64 individuals with most indicating they were owner/operators or senior managers with the organization.
- An **Open House and conversation** event in November 2021, was attended by between 25-30 local individuals who attended to learn more, ask questions, and provide input.
- **Virtual and in-person industry focus groups** were attempted; however, these were not well attended.
- **One-on-one interviews** with Working Group members



STRUCTURING THE TOURISM PLAN

Tourism Plans have a set structure. The **Vision** provides the highest-level direction. **Focus Areas** follow, each with a **Goal** describing outcomes with a 10-year projection. These **Focus Areas** are aligned to reflect the breadth of the Tourism Plan.

Following the **Focus Area Goals** are the **Strategic Directions** that represent broad priorities to guide specific actions over the next 3-5 years from 2022-2027. **Actions** or projects are the main element of a Tourism Plan and are prioritized, time bound and become the responsibility of an implementing organization and network of supportive organizations.

Vision											
Focus Areas & Goals (2022-2032)											
Strategic Direction (2022-2027)			Strategic Direction			Strategic Direction			Strategic Direction		
Action	Action	Action	Action	Action	Action	Action	Action	Action	Action	Action	Action

Situation Analysis & Key Insights

The District of Ucluelet is a community of about 2,000 residents 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 Yuuʷuʷiʷaʷath (Ucluelet First Nation), whose community is based immediately across the harbour at Hitacu. The Yuuʷuʷiʷaʷath are one of the five Maa-Nuulth Treaty First Nations along with the nearby tukwaaʷaʷath (Toquaht Nation).

- The population in the trading region including Ucluelet is just over 5,000 people.
- The population in Ucluelet increased approximately 1.55% per year from 2006 to 2016 and 5.5% from 2011 to 2016. This recent growth compares to a provincial average of 5.6% and a regional average of about 0%.
- The largest population of Ucluelet is the age group between 30 and 34 years old, and the least populated age group is 85+ years old. About 70% of the population are in the working age group between 15 to 64 years old, while 24% make up the younger population which will be a part of labour force in less than 2 decades. The median age is about 39, which is lower than the region and BC.
- The median total income of households in Ucluelet as of 2016 was \$61,900 which is lower than the \$69,995 median across BC but higher than the \$55,300 in the region.
- With respect to education and labour, 63% of residents completed some level of post-secondary education (College, University, and Apprenticeship) compared to 59% in BC and 52% in the region.
- In 2016, there were 740 households in Ucluelet; 70% owned their dwelling compared to 68% in BC and Canada. Of all households, 32% spend more than 30% or more of their income on shelter, which compares to 28% in all of BC and 32% in the region. Second homeowners in Ucluelet, represent and estimated 12% of all residential properties.
- For 2021, BC Assessment data indicated that the average property assessments of a single-family residential property in Ucluelet was \$519,000, about double the assessed value in 2017, about half the average property assessment for a house in Tofino.

INSIGHTS

Indigenous community interest in and concerns with tourism should be reflected.

Ucluelet's population and housing stock are growing slowly.

Ownership housing is more affordable than other areas in the region; however, ownership prices are rapidly increasing, and rental vacancy is low.

Ucluelet has a large working population compared to other communities.

The median income for Ucluelet is relatively low given the cost of housing.

New housing supply for residents needs to consider the price pressure of 2nd homeowner demand.

UCLUELET'S BRAND POSITIONING

Ucluelet is a year-round travel destination that offers picturesque beauty, ancient cedars, and spectacular tree-lined horizons along the Wild Pacific Trail.

This community has been considered one of Vancouver Island's hidden 'off the beaten path' gems. Ucluelet has been named one of BC's top ten small towns and offers an endless range of outdoor activities. Affectionately known as "Ukee," the town is friendly, and welcoming.

The streets are lined with appealing hotels, restaurants, B&Bs, and artisan shops; while the surrounding area offers wonderful opportunities for wildlife-viewing, hiking, biking, kayaking, surfing and more.

Ucluelet is a flourishing community that thrives on outdoor recreation and eco-tourism. It is surrounded by the 150,000 acres Pacific Rim National Park Reserve, with the Broken Group Islands to the South and Long Beach to the North.

Ucluelet is a great base for taking on all that the West Coast has to offer.

INSIGHTS

The experience in Ucluelet is more than just scenery and activities. It includes the local culture, history, and small-town authentic feel.

Ucluelet offers a breadth of experiences that match the seasonal nature of visitation.

Natural assets and parks surrounding Ucluelet are exceptional and offer tremendous opportunities for visitors.

VISITORS & EXPERIENCES

Pre-pandemic visitor surveys showed that Ucluelet's visitors originate primarily from BC (78% in the spring months and 80% in the autumn months). The rest of Canada makes up the bulk of the remaining visitors, with Alberta and Ontario generating the most visitation. The average traveler stays for 3 days/nights; however, recent years have seen an increase in day visitation.

- Primary Geographic Target Markets: Rubber tire markets of Vancouver, Victoria, Pacific Northwest USA and Calgary/Edmonton
- Secondary Geographic Target Markets: Longer-haul markets in partnership with Destination BC.

Peak Season Visitors

- Families, school holidays and summer – is when most Ucluelet operators derive most of their revenue.

Shoulder and Off-Season Visitors

- Couples on weekend getaways – seeking relaxing retreat in natural setting
- Active travelers, year-round – seeking extended stays and soft adventure
- Young and active – prefer quantity of experiences over quality of accommodation/food

INSIGHTS

Visitor attraction continues to be primarily focused on regional and domestic travelers.

Increases in day visitors may introduce additional visitor management challenges during peak seasons.

Shoulder and off-season visitors will become more desirable as Ucluelet looks to extend the season beyond the current peaks and shift some peak visitation to other time periods.

- Corporate and incentive, year-round
- Weddings, retreats, small conferences

Travel size averages 2.7 persons per group with 87% visiting for leisure and 10% visiting friends and relatives.

Primary Traveler Profiles: [TOURISM EQ](#)

Destination Canada’s Explorer Quotient (EQ) program provides insights into travel behaviour, activities that inspire travel, and the motivations, dreams, and passions of target consumers. EQ goes beyond traditional market research of defining people. It looks deeper at individuals’ personal beliefs, social values, and views of the world to learn exactly why different types of travelers seek out entirely different travel experiences.

Tourism Ucluelet’s target visitors match the EQ segments in the table below and the first two are also aligned with two of the three, short-haul drive markets for Destination BC. Ucluelet’s location, dispersion of activity providers and lack of “chain” experiences may make the destination a little less appealing to one-third of the short-haul drive market called Gentle Explorers.

Authentic Experiencers are typically understated travelers looking for authentic, tangible engagement with destinations they seek, with an interest in understanding the history of the places they visit.

Ucluelet’s wilderness and the local community’s desire to protect it matches with the Authentic Experiencers concern for the health of the planet and what it means to future generations. Ucluelet’s wildlife viewing, Wild Pacific Trail and outdoor adventure opportunities provide ample reasons for this EQ segment to visit. Of the 10 most appealing activities for Canadian Authentic Explorers, Ucluelet offers several either in the destination or very close by: marine and land-based wildlife viewing, visiting small towns, visiting national parks, seeing beautiful coastlines and beaches, dining at restaurants offering local ingredients.

Free Spirits are highly social and open-minded. Their enthusiasm for life extends to their outlook on travel. Experiential and adventurous, they indulge in high-end experiences that they share with others.

Ucluelet’s many available outdoor experiences provide Free Spirits with incredible activities to experience. The scenic beauty of the location provides the ideal backdrop for Free Spirits to share their adventures online, before enjoying high-end accommodations. Of the 10 most appealing activities for Free Spirits, Ucluelet offers several either in the destination or very close by: marine and land-based wildlife viewing, national parks, dining at restaurants offering local ingredients and visiting aquariums. They are also more likely than other segments to enjoy higher energy water-based activities such as surfing.

Short haul drive markets for BC will be important targets for the off-peak visitation given their proximity to the community.

Cultural Explorers are defined by their love of constant travel and continuous opportunities to embrace, discover, and immerse themselves in the culture, people and settings of the place they visit.

In addition to the above-mentioned opportunities that Ucluelet offers, marketing messages will focus on the authentic experience available to visitors. From local restaurants to boutique accommodations, Ucluelet provides a chance to visit the Real West Coast. Of the 10 most appealing activities for Canadian Cultural Explorers, Ucluelet offers several, either in the destination or very close by: marine and land-based wildlife viewing, visiting small towns, visiting national parks to view wildlife and/or participate in adventure experiences, dining at restaurants offering local ingredients.

OVERVIEW OF VISITOR EXPERIENCES IN UCLUELET

- Touring & Exploring is identified as BC's largest trip motivator. Visitors looking to tour and explore will find Ucluelet offers a welcome coastal retreat at the end of a cross-island journey through old-growth forests along a winding mountain highway
- Wilderness Comfort – Ucluelet remains rural, but welcomes guests with quality amenities found next to wild nature
- Outdoor Adventure – Ucluelet offers numerous options for those seeking active outdoor pursuits such as hiking along the Wild Pacific Trail, cycling along bike paths, fishing charters, kayaking and surfing, as well as exploring the nearby Pacific Rim National Park Reserve. Opening spring 2022, final working is being done on the multi-use path that will finally connect Ucluelet to Tofino through the National Park, providing the opportunity for long distance hikes and bike rides in a safe and beautiful manner, Ucluelet will also be adding mountain biking to its list of activities. Trails will begin construction in 2021 to be market, also ready for spring of 2022. When this opens, Ucluelet will be one of the only locations in Canada that offers year-round mountain biking.
- Ocean Coastline and Rainforests – a variety of coastal experiences that create return visitation and ideal images for sharing: Wild Pacific Trail, storm watching, relaxing getaways, pristine and raw natural surroundings.
- Wildlife viewing – both marine (whales, marine mammals, and birds) and land-based (bears, wolves, shorebirds) wildlife viewing is available. Ucluelet also has the original catch and release aquarium in Canada. This facility allows visitors to get up close and personal with marine life that is normally found off the coast of Ucluelet, while learning from the staff through their interpretive programs.
- Indigenous Culture – Engage Yuułuᑭifᑭath̓ - Ucluelet First Nation, the Yuułuᑭifᑭath̓ Government and Yuułuᑭifᑭath̓ - Ucluelet First Nation owned and

INSIGHTS

New multi-use trails and eventually mountain biking will provide New experiences and additional activities to entice longer stays

Trail construction in partnership with the Yuułuᑭifᑭath̓ and UMBA is laying down the “trail carpet” to invite a new traveler segment to the region.

Local member-based activity groups such as WPT, UMBA, Ucluelet Aquarium, are an important component of delivering experiences for both residents and visitors.

Nature provides an amazing experience in itself and is a critical backdrop for some many other activities in the region.

Existing unique west coast events provide a foundation to expand visitation at slower times of the year.

operated businesses to ensure Indigenous tourism products and services are linked, showcased and future opportunities are collaborated upon

- Arts – are always influenced by the natural surroundings. Painting, carvings, sculpture, crafts, photography; there are multiple galleries in town that offer a host of local one-of-a-kind work
- Culinary – A variety of restaurants: cafes, bakeries, diners, distillery (opened early 2018), microbrewery (late fall 2019), casual and high-end restaurants, and food trucks using local ingredients
- Festivals & Events – Canadian Surf Nationals, Ukee Days, Edge to Edge Marathon, Arts Splash, Pacific Rim Whale Festival, Summer Festival, Cultural Heritage Festival, Canada Day, Sail Past, Midnight Madness (per-Christmas shop local initiative), Van Isle 360 (bi-annually), Soap Box Derby in the fall, monthly beach clean-ups with Surfrider Pacific Rim as well as guided interpretative walks facilitated by the Wild Pacific Trail Society. These festivals and events are unique with a local flare.

ACCOMMODATION BASE

Ucluelet has a range of independent accommodation options ranging from camping in tents at the municipal campground to luxury on the edge of the ocean at Black Rock Oceanfront Resort. The following table outlines the number of accommodation providers by type, however it does not include all of the independent rooms or units being rented through online platforms. Of the 200+ online rental listings, many indeed do overlap with some of the offerings on the Tourism Ucluelet website.

Camping - 6	B&B - 18	Cabins, Lodges - 12
Vacation Rentals - 30	Motels - 6	Resorts & Hotels - 10

Source: Tourism Ucluelet Accommodation Listing, some accommodation providers do not list on the service.

INSIGHTS

Ucluelet has a variety of genuine accommodation experiences and price points for attracting different types of travelers.

Visitor saturation within the current inventory already presents visitor management challenges for Ucluelet.

LOCAL GOVERNANCE AND SUPPORT

TOURISM UCLUELET

The District of Ucluelet contracts the Ucluelet Tourism Association (Tourism Ucluelet)² to be the community destination marketing organization (DMO). Together, they build a strong, genuine brand through focused marketing and sales efforts and industry collaborations. Tourism Ucluelet has one full-time Executive Director and contracts services for marketing plan execution, website maintenance, asset collection and social media. The organization took over management of local visitor services in 2017 and runs two visitor centres in Ucluelet and area. The visitor centre staff consists of two full time staff providing visitor services at the Junction and downtown (seasonally), as well as up to five summer students starting mid-June to the end of August.

Other sources of revenue for Tourism Ucluelet include, stakeholder contributions, grants, retail sales etc.

Tourism Ucluelet was formed in 2015 as a society governed by a board of directors and develops and implements a 5- year strategic plan and one-year tactical plan. The Board has not less than seven and not more than 10 board members, with four voting board members representing the accommodations collecting the MRDT.

DISTRICT OF UCLUELET

As one of British Columbia's 14 Resort Municipalities, the District of Ucluelet receives tourism funding from the provincial government. This funding comes from two streams:

1. Municipal Regional District Tax: between \$225,000 and \$400,000 for destination marketing and development activities
2. Resort Municipality Initiative: Averages between \$400,000 and \$600,000 per year for infrastructure, programs and events related to tourism. Current program 2019-2021 projects include:
 - Event support
 - The creation of heritage signage throughout the community
 - Village Green project to properly design and create a waterfront civic area

INSIGHTS/TRENDS

Many DMOs are shifting their focus to destination development and management to achieve community tourism goals.

District of Ucluelet's new Official Community Plan describes in part where development of additional commercial such as tourist accommodation might occur.

MRDT is able to be increased to 3% from 1% or 2% now.

MRDT and the associated funds from online accommodation can now be used for affordable housing.

Many organizations could be involved with implementing this plan.

² Using funds drawn from a visitor-tax

- Cedar Road Visitor Hub project to create a central arrival and parking area on District-owned land in the center of town
- An Amphitrite Point project for park infrastructure to create a gathering space for safe storm watching, while giving visitors a view into the surrounding community, culture, and natural history
- Installation of 8 Level 2 electric vehicle charging stations
- Focus on creating a more pedestrian-friendly, better wayfinding, more inviting and attractive boulevards leading to the downtown core
- The creation of a public art tourism program and purchase and set-up public art displays throughout the resort municipality.

Aside from collecting funding for tourism, the District plays an important role in community land use planning, infrastructure, business regulations, housing, zoning (type of uses allowed) on properties, design guidelines, bylaw enforcement and development approvals. Collectively, these activities can have a tremendous influence on the tourism experience and the communities experience with tourism.

The District also plays a tourism role as an operator of tourism experiences in public design spaces and on public lands.

PROVINCIAL GOVERNANCE AND STRATEGIES

The provincial government has a large role to play in tourism because it governs the roads and ferries used to access destinations, the lands where many activities take place, the funding programs for communities, the rules on what municipal governments are allowed to do, labour laws and housing support etc. The current plan governing tourism in BC is called the [Strategic Framework for Tourism](#) in BC – Welcoming Visitors – Benefiting Locals – Working Together. In addition to these governing roles, the province also funds Destination British Columbia who is tasked with implementing many of the actions in the provincial plan.



INSIGHTS

Provincial government funding opportunities will be aligned with the frameworks used to guide tourism.

Provincial visitor management strategies to direct visitors to iconic destinations like Ucluelet in the off-season could be an important component to leverage.

DESTINATION BC

Destination British Columbia (Destination BC) is a Provincially funded, industry-led Crown corporation that supports a strong and competitive future for BC's tourism industry through a combination of global marketing, destination development, industry learning, cooperative community-based programs, and visitor servicing. mandate is to support and promote the business of tourism throughout the province. Destination BC is an important marketing/visitor services partner, funder, and industry development partner.

Destination BC's Destination Development Planning efforts for the Ucluelet and South-Central Vancouver Island highlighted the following opportunities and actions that might be considered or leveraged:

Opportunities	Action Areas
<ul style="list-style-type: none"> • Enhance the transportation experience, including BC Ferries • Recruit, retain and train staff • Develop/enhance product experiences • Develop Indigenous tourism • Strengthen support for tourism development • Enhance quality of service and visitor amenities • Promote cooperative tourism management 	<ul style="list-style-type: none"> • Community tourism planning and integration • Environmental and social sustainability • Indigenous tourism development and experiences • Funding access • Vancouver Island Transportation Plan • Harbour infrastructure • Highway signage • Housing for employees • Regional Trail Planning • Trail development and maintenance • Accessible trails • Marine trails • Cellular and wifi service enhancement • Professional Development • Business Succession and Retention • Workforce attraction and retention • Packaging and itineraries • Marine and nature-based tourism support • Research services

Destination BC's Invest in Iconics Strategy:

The Invest in Iconics Strategy is a long-term strategy to responsibly increase tourism revenue and visitation to British Columbia through dispersion, using place branding and place making (investing in destination development). The strategy focuses on increasing revenue across the province through geographic and seasonal dispersion. The strategy is being implemented, but it will be a few years before it is realized and supports destination placemaking.

Goals

To support the tourism industry in recovering from the devastating impacts of COVID-19	To increase revenue and visitation throughout British Columbia through geographic and seasonal dispersion	To create globally compelling routes and places that compete on the world stage
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Tourism Value

Globally pre-pandemic, tourism in 2019 represented 10.5% of the world's GDP with visitor spending calculated at \$1.7 trillion (WTTC). Nationally, tourism is 2% of Canada's GDP with visitor spending in 2019 at a new height of \$105.1 billion, of which 22% is from international travelers and 78% from Canadians travelling within Canada (DCAN). Tourism supports approximately 1 in 10 jobs in communities across Canada.

Provincially, in 2019, tourism contributed more to the GDP than any other primary resource industry. In 2019, tourism directly employed 149,900 people, generated over \$22.3 billion in revenue and contributed \$1.8 billion in tax revenues to BC. In turn, the tourism businesses and visitors invest in local suppliers of goods and services, including technology, agricultural products, hospitality and household items, vehicles, professional services, and others. About two thirds of international overnight visitation to BC are from the United States and other large markets include Asia Pacific Region and Europe.

The Vancouver Island Region represented over 23% of the province's overnight visitors in 2014. DBC (Destination British Columbia) estimated that approximately 27% of visitors to the region that year were international, 11% were from other provinces in Canada, and 62% were from British Columbia³. In 2014, 17% of tourism businesses and employees in British Columbia were located on Vancouver Island⁴.

Tourism is one of Ucluelet's main economic drivers, employing 400-500 people regionally and generating \$50-60 million in regional spending each year (2015). Room revenue and visitation growth since 2015 means that the contribution is now even greater.

INSIGHTS

Tourism is a significant contributor to the provincial economy and job base and is growing.

Tourism is a significant contributor to Ucluelet's economy and an important industry to maintain a diverse economy.

Tourism visitation and spending in Ucluelet are generally growing, except for the times when travel was restricted due to COVID-19.

³ DBC Regional Report, 2014

⁴ DBC Value of Tourism, 2017

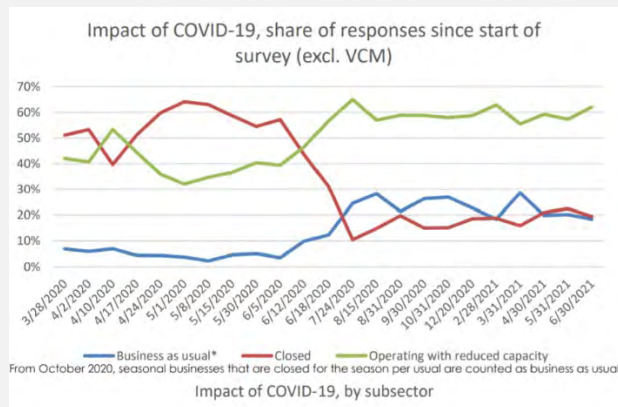
COVID PANDEMIC IMPACT

The impact of the global COVID-19 pandemic on the tourism industry from late-winter 2020 and continuing today has led to an unprecedented disruption on global, domestic, and regional tourism.

Within Canada, the state of the visitor economy is more dire than the impacts experienced following 9/11, the SARS outbreak and the 2008 economic crises combined⁵. More than any other sector, the pandemic has had the greatest impact on tourism businesses with active businesses in the sector dropping by 9% in 2020 alone. Tourism continues to be exposed more than other sectors to the changing policies and practices design to limit COVID.

British Columbia was not immune to the impacts of COVID over the past two years and along with Ontario, experienced the greatest losses in revenue from international tourism in 2020 as cross borders travel stopped. Loss in revenue from international travel alone reduced total tourism spending by about 25% compared to 2019. Surveys of the tourism business sector in British Columbia show the immediate impacts of COVID in 2020 and over time how the percentage of firms operating with a reduced capacity has increased, while the percentage of businesses operating as usual has stayed the same. The percentage of closed firms has decreased as fortunately some businesses have slowly begun to reopen. The impacts are clearly still being experienced.

While the unemployment rate in British Columbia’s sector was less than in other provinces, the loss of work prompted many industry employees to explore other employment sectors and the closed borders meant that overseas workers could not support the industry.



INSIGHTS

International travel complications still exist though demand for travel to Canada is slowly building again.

INSIGHTS

Losing businesses and the employees that support businesses may be a longer lasting trend than low visitor demand.

Losing the tourism workforce has already forced many businesses to adapt processes, services and this will likely need to continue until if/when the workforce returns.

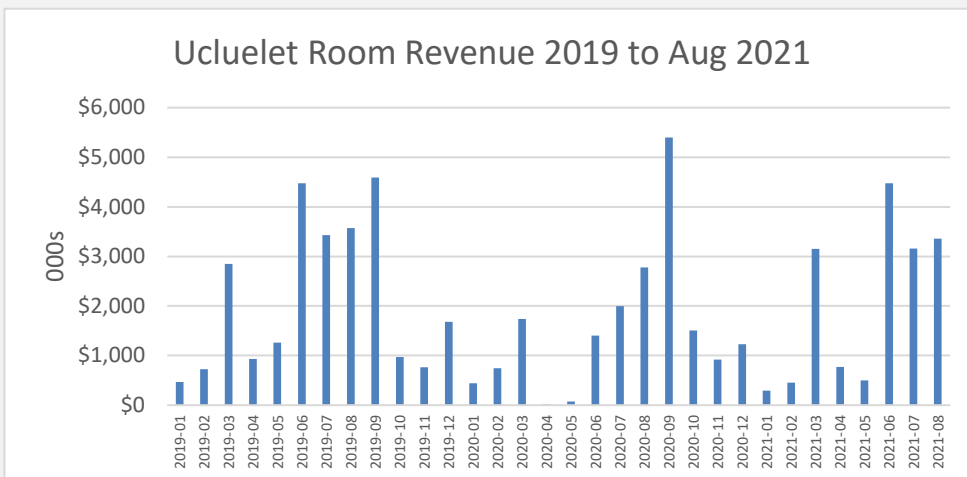
⁵ Revisiting Tourism Report - March 8, 2021, Destination Canada

The immediate impacts on businesses in Ucluelet was also apparent. Indeed, the tourism plan recent survey in spring 2021 with tourism businesses showed shrinking business levels during the most recent 2020/21 season with most respondents (27 of 51) indicating that business levels are shrinking. Only a few (5 of 51) indicated growth. This perspective is in contrast to where business levels were headed pre-pandemic with most (30 of 50) businesses indicating growth and only a few indicating shrinking business levels.

Employment challenges also emerged in Ucluelet. As remote workers moved to the community there was an increased demand for housing, further impacting the ability to attract workers.

Ucluelet Business Levels in 2020/2021		
Shrinking	Stable	Growing
27	19	5
# of business		

While most businesses reported shrinking business levels earlier this year, visitation to Ucluelet and area (like many provincial resort communities) was still robust and correlated with the reduction or expansion of travel restrictions.



At times, visitation overwhelmed local servicing and infrastructure during summer months, and demand stayed relatively strong through the year. What makes Ucluelet and area appealing to regional visitors and those from Vancouver Island proved enticing to existing and new visitors who faced challenges travelling outside of Canada.

INSIGHTS

Businesses and their business models are currently operating in resiliency mode and many need to rebuild.

Human resource pools are much smaller than pre-pandemic and could impact recovery.

Housing challenges are more pressing than prior to COVID.

Visitation levels fluctuate dramatically based on travel restrictions.

Peak visitation levels overwhelm the community at times.

RECOVERY FROM THE COVID PANDEMIC IMPACT

Despite all the impacts on tourism during the previous 18 months, travel demand internationally and domestically is high. Economic growth is anticipated, and potential travelers have amassed significant savings. That said, regional, domestic, and international travel levels will reflect re-opening timing and criteria as it has so far.

Scenarios for a recovery in international travel by Destination Canada imply that ideal conditions for travel will lead to a recovery by 2023 and poor travel conditions will delay recovery until 2026. At current rates of recovery, the sector is expected to take at least 2-4 years to return to 2019 levels overall across the country.⁶ There will still be a period where domestic travel will recover faster than international.

Aside from periods where travel was restricted, overnight visitation to Vancouver Island in 2021, was very similar to 2019 levels and built on the levels of 2020. BC Ferries passenger volumes by regional routes show much higher demand through the summer in 2021 compared to 2020 as did travel on Highway 4 to the Pacific Rim. Travel on Highway 4 was about 10% greater during peak 2021 summer months compared to 2019, though overall ferry demand is not as high even in the 2021 peak months as 2019.

Regional Domestic Overnight Visitation YoY % change (Destination BC)



Room revenues in Ucluelet and Tofino paint a similar picture. Estimates suggest that 2021 room revenue may be almost fully recovered.; in Ucluelet’s case, comparable to 2019, and in Tofino’s, the average of 2018 and 2019.

INSIGHTS

Many destinations will be fighting to attract visitors and some already have fewer restrictions than Canada. E.g., Mexico

Canadians will be highly sought-after travelers due to high vaccination levels. Visiting Canada may drop as a priority.

Markets may open and close as COVID case levels fluctuate, and the industry may still need to be nimble and adaptable.

Trip cancellations and the expectation of refunds may still be a risk.

Businesses/communities catering to international travelers will need to be patient and try to appeal to regional travelers in order to recover.

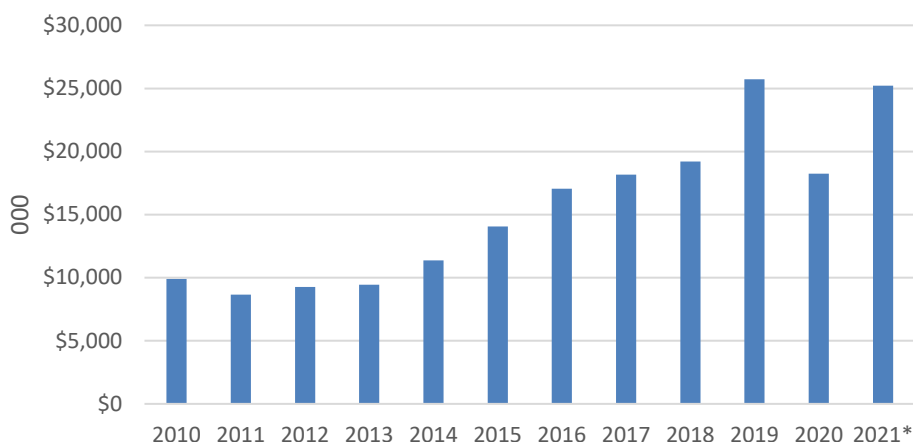
Canadians will gradually begin to travel internationally again and this may create less demand for regional destinations.

As long as regional travel restrictions are not in place, recovery for much of the Ucluelet tourism industry was/is rapid.

Demand will likely continue to be strong for Ucluelet especially in peak or shoulder months, but may soften as international destinations open up for domestic travelers.

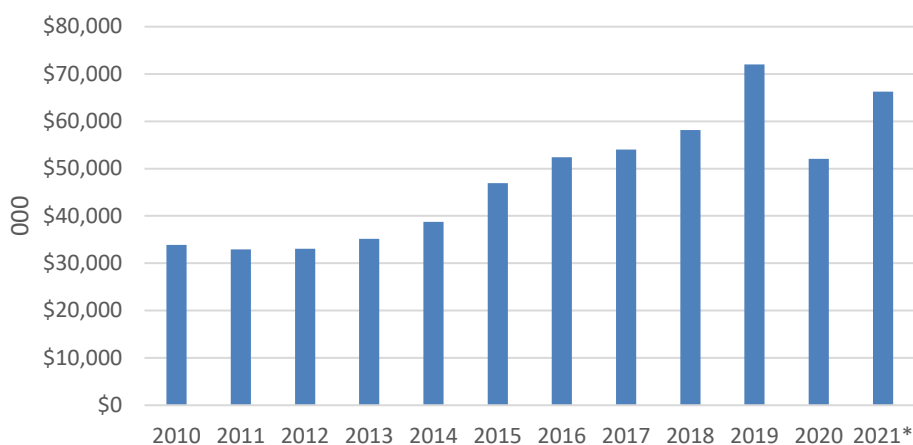
⁶ Destination Canada Visitor Economy Forecast Update - June 2021

Ucluelet Room Revenue



Economic recovery in Canada and BC is well underway.

Tofino Room Revenue

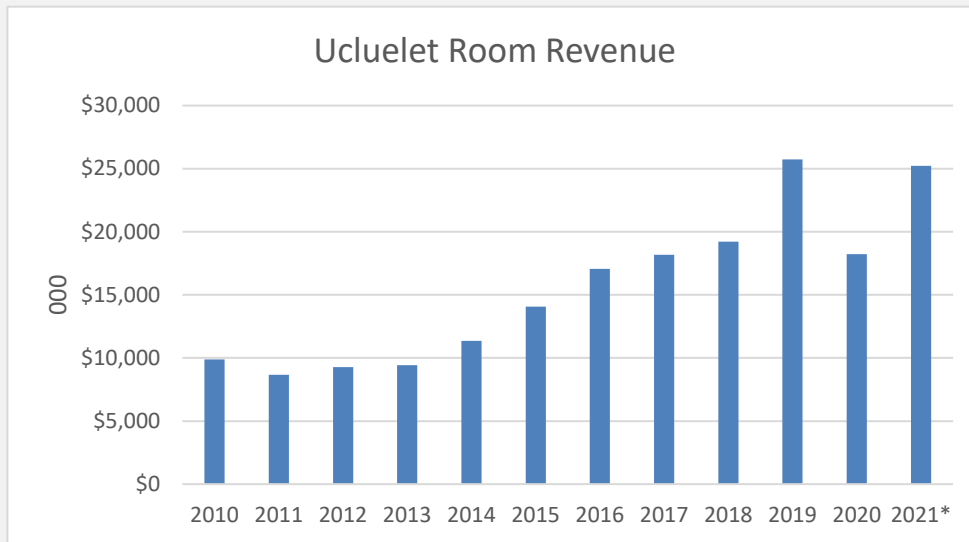


With strong vaccination rates in Canada and across British Columbia, travel restrictions will be less likely to occur regionally or domestically again and therefor recovery may continue in destinations that are primarily dependent on regional visitation.

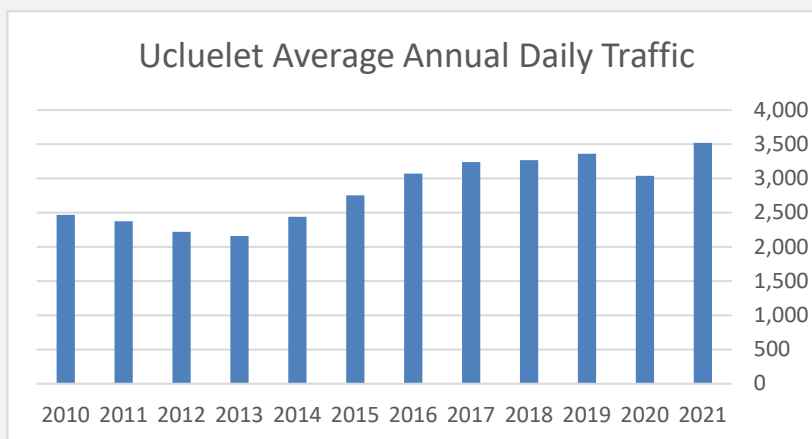
- According to a recent report from the Business Council of BC, a strong global recovery is underway. World economic output is expected to leap 6.9% in 2021. The Canadian economy is on course for a slightly more modest 6% increase in real GDP this year.
- BC is benefitting from the robust global economic backdrop and is expected to post strong growth over the next couple of years. The Business Council's mid-year BC Economic Review and Outlook expects the province's economy to grow 5.8% in 2021.

Visitation and Room Revenues

Up until 2020, room revenues in Ucluelet were growing year over year at a strong pace with revenues peaking in 2019 at double the totals from five years prior in 2014 and more than double the revenues in 2010.⁷



Since revenues don't always reflect volume, it is important to consider other measures such as road traffic. Results from 2010-2021 reveal an increase in annual average daily traffic on the traffic counter south of the Junction, peaking in 2021. *Results for Oct, Nov Dec 2021 are estimated using 2020 results.



INSIGHTS

Ucluelet was experiencing year over year growth up until 2019.

Ucluelet's visitation and room revenues are growing in all seasons, but still much faster in the core seasons, preCOVID.

Room revenue is starting to push out to the shoulder and off-season vacation periods (March/December) preCOVID

There is room to shift/grow visitation in the spring and fall

Residents and local infrastructure are starting to feel some negative impacts of tourism during peak times

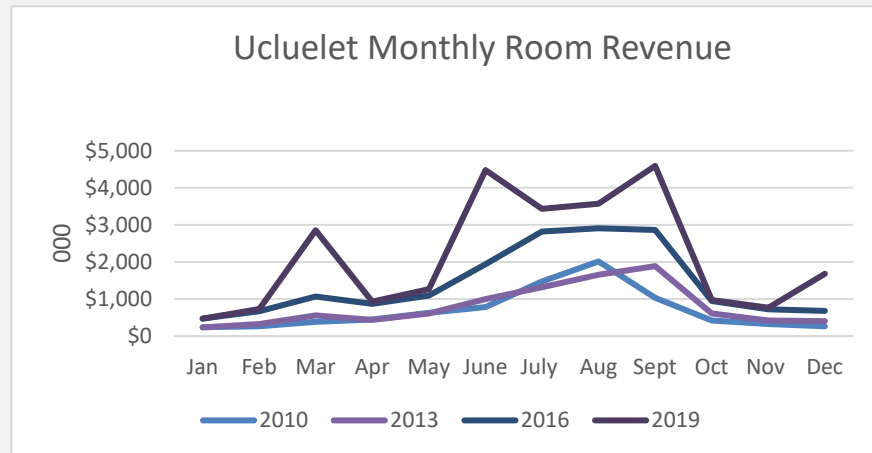
Visitor experiences and the availability of services and activities can vary between the seasons

The fluctuation of business levels due to seasonal tourism may create staffing retention and recruitment issues

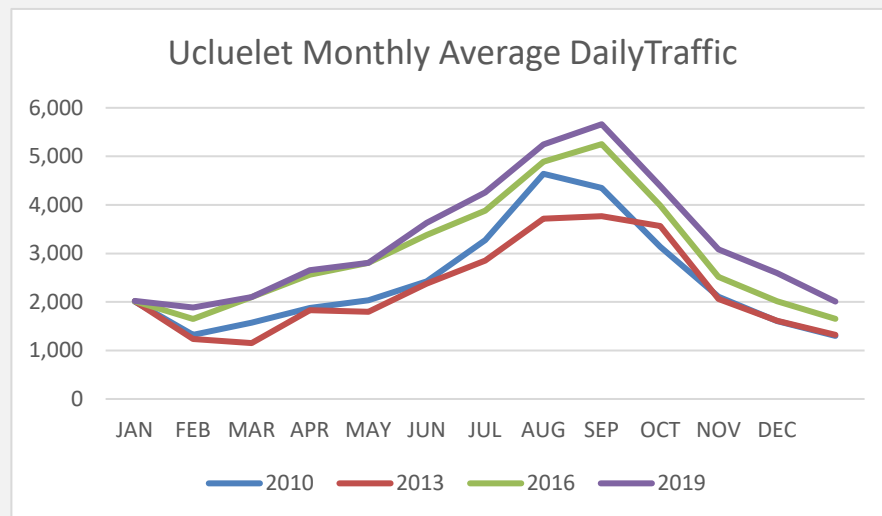
⁷. It is important to note that revenues do not always correlate with visitor volume.

In 2019, strong revenues were experienced during a few traditionally slower months reflecting a minor smoothing of revenues throughout the year. Despite that; however, seasonality from a revenue perspective still exists in Ucluelet.

The rapid growth especially continuing in the peak season may require visitor management.



Traffic volumes on the traffic counter south of the Junction can offer a different perspective on seasonality than room revenues. Like revenue, traffic volumes are lower early in the year and build to a peak in August or September, then trail off into December. Since 2010, there has been an overall increase in traffic volume in every month but January and that increase in volume was greatest in September. There was also a shift more recently from peak traffic in August to peak traffic in September.



Macro Travel Trends

The following are a list of macro long-term trends that impact the tourism industry as whole. These trends still exist today, and there is a greater emphasis on safety and health related to COVID.

Shifting Demographics & Millennials – population is growing, aging in the traditional markets, millennials (1980s-2000s) very large generation, - not all single!

INSIGHTS/IMPLICATIONS

Aging population freedom to travel outside peaks – may need to provide different experiences

Millennial – technology focus, authentic, unique experiences, social- sharable, beer/hike, iconic activities

Shifting Values/Attitudes - Health, environmental sustainability, and ethics values are more prevalent. With the COVID pandemic, health is playing a greater role as well for travelers and for host communities.

Finding the balance between encouraging visitation to Ucluelet's natural assets and preserving them will be critical

COVID hangover may dictate the types of experiences people are looking for. Events might still be out for some.

Mobile Technology - The use of mobile and other technology has exploded, with most travelers now having near-constant access to web enabled devices.

Opportunity to reach travelers before, during and after the trip and requires connectivity and good online information sources, and networks to other tourism actors

Sharing Economy – The use of personal or commercial assets as revenue generators and services to tourists such as homes (Airbnb) cars (Uber), Mobi bikes etc. and the 'localized' and often lower cost experiences it provides travelers

Shifting suppliers, providing assets to visitors in a modular/phased manner – low investments, policy implications and positive/negative impacts on community, less control overgrowth

Advocacy / Social Media – Recommendations and stories from other travelers is the most influential source of information for travel destinations.

Focusing on developing positive and remarkable visitor experiences, products and services will have a greater impact than marketing tactics alone.

Finding and leveraging advocates

Travel Information Sources - Awareness and inspiration occur mostly through traditional media and word of mouth; trip-planning through online websites and traveler review sites. Social networks are growing in importance as planning tools.

Ability to connect with visitors via new digital information and servicing opportunities is important.

<p>Customer Service / Personalization – Power shift from institutions to the individual consumer through technology and at the same time, consumers are more cost-conscious.</p>	<p>Customers increasingly expect continuity and best-practice service between customer service channels and from booking to experiences and end of trip from all actors large and small.</p>
<p>High Quality, Authentic, Purpose Driven Experiences – Trend of authentic opportunities to experience the culture, natural attributes and unique activities of the local destination as well as enrich the traveler’s life through learning.</p>	<p>Destinations should understand and track components of remarkable experiences in BC, unless the tourism product meets the needs and expectations of visitors, the destination cannot realize its full potential.</p> <p>The focus on experiences is shifting the role of DMOs to destination development</p>
<p>Value, Staycations and Time Poverty - Travelers continue to place greater emphasis on achieving greater value for money when decision-making and purchasing. Some demographic segments, it appears that populations are feeling greater pressures on leisure time, leading to more frequent shorter trips.</p>	<p>BC is not perceived as an inexpensive, or ‘value’ destination. This drives the importance of top-quality experiences facilitated by outstanding visitor services.</p> <p>Canadians traveling at home.</p>
<p>Competition – Competition is increasing internationally, nationally, and regionally. Regionally, destinations like Port Renfrew and South Island areas are becoming more accessible.</p>	<p>BC tourism businesses will need to be accessible and accommodating to these markets, and our messaging must be relevant.</p>
<p>Climate Change and Tourism – Impacts here include a trend toward more frequent fluctuations in weather patterns within seasons, milder winters, warmer summers, more frequent wildfires, changes in natural landscapes and flora/fauna. Policy to restrict greenhouse gas emissions from vehicle and air travel will be ramping up.</p>	<p>Reducing our own footprint</p> <p>Adaptation – new infrastructure, demand for different activities (water based), new climate insulated activities, longer summer seasons, shorter winter focus</p>
<p>HR/Labour - BC continues to face considerable workforce shortages now and in the future.</p>	<p>Local tourism businesses and destinations will continue to evolve to attract a sufficient labour force – wages, housing, advancement opportunities, benefits, good work environment.</p> <p>Considering mature workers, indigenous communities, or recent immigrants</p>
<p>Land Use Demand – Increasing competition for public lands or ownership is putting pressure on land-based tourism policies and businesses.</p>	<p>Ensuring these attributes are properly maintained and protected will support continued interest in BC as a travel destination.</p>

	<p>Respecting land use plans.</p> <p>Consulting with indigenous peoples</p>
<p>Indigenous Peoples and Tourism – Indigenous culture and tourism experiences are increasingly of interest to international travelers and the focus on truth and reconciliation in Canada is generating more interest in the domestic traveler as well</p>	<p>Fostering relationships with neighbouring Indigenous communities and supporting their efforts to think about how or if they wish to participate in tourism.</p>
<p>Community Expectations –Travel growth reached a peak in 2019 and with it came concerns of visitor management and “over tourism” in existing tourism communities and nearby parks. During the recent COVID related slow down some communities are reflecting on what less or more balance tourism could look like.</p>	<p>Communities are asking for a greater say in the type of tourism community they want to be, targeting thoughtful visitors and how visitors are managed.</p> <p>DMOs are promoting “second city” locations – lesser-known areas</p>

Community + Industry Perspectives

Highlights of the community and business surveys and other engagement are captured below. Further details are captured in an engagement summary report.

- **Most respondents are supportive of tourism, but they also expressed some important concerns.** When asked about whether the benefits of tourism outweigh the negative impacts, 81% of businesses agreed, with only 5% disagreeing. On the same question, only 57% of residents agreed, and 19% disagreed.

INSIGHTS

- Maintaining this support will be important for the continued success of tourism and the visitor experience.
- Tourism organizations and businesses should cautiously take pride in this result, continue to express gratitude to local residents and address the most immediate concerns.

Consistency in the top 3 benefits across the community

- Tourism is essential for the local economy, but it must be balanced - the right volume and type of tourism and visitor are needed.
- Tourism contributes to community vibrancy and community spirit.
- Tourism benefits should be evenly distributed throughout the community.

“Quality over quantity, careful growth, sustainable business models AND eco-friendly low-impact operations... If we play it right, this town can become a premier boutique location, or else it will lose its appeal and charm.” Business Survey Respondent

- A balanced, planned approach to tourism is important to ensure the benefits outweigh the negatives, and to maintain support for tourism.
- The pressure on natural assets, housing and infrastructure must be addressed. Fortunately, there is a desire to strengthen and manage some of the challenges identified.

Consistency in the challenges and shared across different groups

- **Affordability and availability of housing and staff accommodation** were prominent themes across all the engagement activities and cited by both groups of survey respondents. There were differences of opinion on who’s (business, local government, and/or market) issue it is to solve.
- **Staffing shortages** due in part to lack of accommodations, but also due to low wages, and low quality of jobs available (that are not on par with increasing cost of living)
- **Overcrowding and capacity** experienced at peak times and across multiple areas such as trails, restaurants, amenities,

- The availability of housing and a positive work/living environment are important for attracting and retaining good quality staff.
- The housing challenge goes beyond staffing for tourism and is changing the nature of the community.
- With tourism growth expected to level off and then continue, efforts to manage visitor overflows and spread visitation throughout the area and lower demand periods are required.

accommodation, roads, and parking. This leads to a diminished quality of life.

- **Potential loss of community/small town feel** was frequently noted particularly in response to capacity challenges, but also due to the behaviour of some visitors. The tension between some locals and visitors was noted.
- **Overuse of some natural areas** and resources such as beaches, trails and parks leading to pressure on local ecosystems and special places such as surf spots and natural features. Pressure on fish (salmon) stock was noted.
- **Variable/seasonal visitation** throughout the year presents challenges for businesses serving visitors with respect to providing full employment and ramping services up and down.

- Better understanding key trail/transportation pinch points and parking overflow issues while promoting active transportation as much as possible during peak months can help.
- The natural places, trails, beaches, waves that attract visitors and residents to the area are gems that need to be experienced but protected as well.
- Supporting visitors to integrate with and respect the local community through targeted marketing and communications could help to improve the interactions between some visitors and residents.
- A fuller visitation period will help businesses to retain staff and maintain some vibrancy throughout the year.

Broad agreement on strengths and opportunities for improvements.

- Overwhelmingly, respondents indicated that a healthy, functioning, natural ecosystem is tourism's greatest asset, which would be complemented by eco-tourism and educational tourism experiences.
- The town's lack of housing, essential services, and infrastructure to keep up with demand, were seen by respondents as the greatest weaknesses.

While most respondents are comfortable with visitor levels, existing core attractions and services are beyond capacity at times:

Businesses and residents (who completed the entire survey) were asked to "Indicate your level of disagreement or agreement with the following statement. "There are too many visitors coming to Ucluelet." Most disagreed indicating general comfort; however, many feel Ucluelet is on the cusp of becoming 'too busy' at peak times and all the engagement activities captured examples of overcrowded amenities and services such as:

- Essential medical services

- Addressing overcapacity issues must be considered to maintain ongoing support for tourism and positive interactions between residents and visitors

- Grocery stores running out of food
- Parks and trails
- Beaches and surf spots
- Restaurants
- Use of trails and lack of funding is making maintenance challenging
- And while all trails aren't at/overcapacity, there is concern that trails on private land need to be protected to ensure a variety of offerings and to spread out users

Support for tourism growth exists in the shoulder seasons, and there is a preference to maintain summer levels.

- Most leaned toward supporting growth in visitor levels, particularly in Fall and Winter, and to a slightly lesser extent in Spring. Most conveyed a desire to maintain visitor levels in the Summer.

- With tourism growth expected to continue once COVID-19 restrictions ease, efforts to manage overflows and spread visitation throughout lower demand periods are needed.
- The natural places, trails and beaches that attract visitors and residents to Ucluelet and area are gems and need to be protected and maintained. A variety of management activities and the cultivation of a stewardship-minded visitor-base should be considered.

Perceived responsibility for ensuring tourism supports community and business goals is generally spread across four groups

- Tourism Ucluelet and the District of Ucluelet were both seen as key organizations to ensure that tourism develops in a way that supports community goals, with tourism businesses also playing a strong role. Respondents pointed out that the role of First Nations individuals and businesses in Ucluelet's tourism plan is important and there needs to be engagement with them.

- With the perception of responsibility placed mainly on Tourism Ucluelet and the District of Ucluelet, these two organizations will have a large role to play in guiding and implementing this tourism plan. It will be important to make sure both organizations are resourced to be able to do this, and engage and listen to First Nations groups, businesses, residents and visitors in its development.

Our Vision + Goals

VISION

The following tourism statements are aligned with existing community and tourism organization plans, and consider the aspirations articulated by the community visions, and our agreements with businesses and tourism stakeholders during the engagement for this plan. **The vision and plan are also guided by the 2022 District of Ucluelet Official Community vision and principles and a protocol agreement with the Yuułuʔiłʔatḥ Government to help advance the working relationship of the two organizations and communities. This agreement is an important foundation for all planning and is considered throughout the tourism plan directions and actions.**

Our Vision. The big outcome we hope to achieve with tourism in Ucluelet. Having this common vision allows us to be inspired and clarifies what we are collectively trying to achieve, creating a place of agreement and then a platform for our dialogue and decision making.

OCP Guiding Principles. Reflect what is critical to our success and the lens that we need to look through for planning, decision making and implementation.

District of Ucluelet and the Yuułuʔiłʔatḥ Government Protocol Agreement. Is a framework within which to advance our working relationship with a shared vision guiding OCP policy that should be considered in this plan.

Ucluelet's Community Vision (2022 O.C.P.)

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's residents and visitors enjoy a high quality of life built upon a sustainable, diverse and vibrant local economy.

The District of Ucluelet and the Yuułuʔiłʔatḥ Government have adopted a protocol agreement, with a vision put forward in the protocol agreement is as follows:

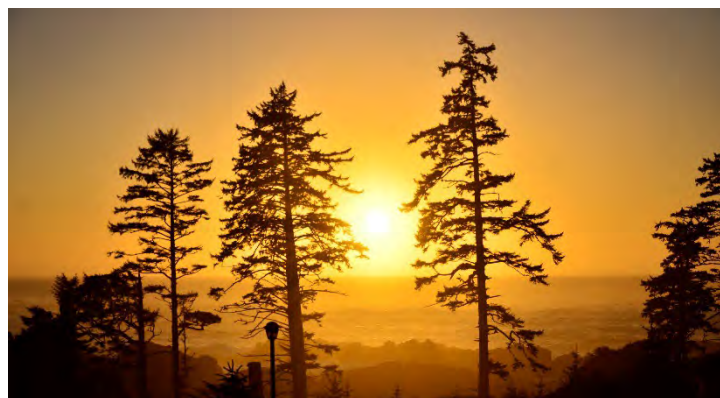
Our community vision is:

- 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.

<p>OCP Guiding Principles include:</p> <ol style="list-style-type: none"> 1. Protect natural areas and ecological function Maintain and enhance Ucluelet’s unique character and preserve its heritage 2. Foster a welcoming and complete community 3. Build a diverse and dynamic local economy 4. Create a compact and vibrant Village Square Develop and maintain top quality parks, trails, and recreational and community services 5. for residents and visitors 6. Broaden the spectrum of housing options to improve the availability of appropriate, affordable housing for all 7. Increase transportation choice and reduce automobile trips 8. Manage growth in balance with jobs, infrastructure investments, and the provision 9. of services 10. Embrace the challenge of addressing the causes and impacts of climate change 	<p>District of Ucluelet and the Yuułuʔiłʔatḥ Government Protocol Agreement <u>primary</u> OCP policies guiding this plan and implementation include the following:</p> <p>Policy 1.2 Make every effort to build on the history of respect and mutual assistance which characterizes the relationship between the municipality and the Yuułuʔiłʔatḥ Nation.</p> <p>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.</p> <p>Policy 1.8 Endeavour to understand and consider Indigenous perspectives when making decisions on land-use issues.</p> <p>Policy 1.10 Develop, in partnership with the Yuułuʔiłʔatḥ 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.</p>
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It is with this engagement and policy background that the following **vision for tourism** is presented as:

Tourism in Ucluelet welcomes visitors year-round for genuine, immersive, and restorative West Coast experiences that are respectful of our environment, cultures and people.



FOCUS AREAS AND GOALS 2022-2032

The five Focus Areas will help us achieve our vision and guide our actions in the plan. The Focus Areas and goals reflect the desired outcomes articulated through engagement with community members, local businesses, and tourism stakeholders. These goals were reviewed, shared with stakeholders, and finalized by the Working Group.

Focus Areas: Articulate high-level statements of the desired future in 10 years.

Goals: The high-level approach to the Focus Area outcomes, our desired future and vision.

FOCUS AREA 1

ENVIRONMENTAL STEWARDSHIP

Goal: Our visitors embrace our natural areas and are educated on how to be stewards of the environment and minimize their impact.

FOCUS AREA 2

VIBRANT BUSINESSES AND COMMUNITIES

Goal: Visitors embrace our strong sense of community and history, our local and Indigenous businesses thrive, and our employees are healthy and secure.

FOCUS AREA 3

DIVERSE, QUALITY AND GENUINE OFFERINGS YEAR-ROUND

Goal: We provide unique West Coast experiences that attract those wanting to visit us in any season.

FOCUS AREA 4

MANAGED GROWTH

Goal: Tourism visitation and new growth is spread more evenly year-round, and tourism is managed within our natural and human capacities.

FOCUS AREA 5

ROBUST TOURISM FOUNDATIONS + RELATIONSHIPS

Goal: We have strong partnerships and ensure the vital infrastructure and resources to support a thriving and resilient tourism economy.



Strategic Directions & Actions

STRATEGIC DIRECTIONS

With the Vision articulated and a good understanding of the current situation and engagement input, the TMP Task Force embarked through workshops to articulate how to move toward the Vision and Goals. Through these workshops they began to answer the questions of “how?”, “where?”, “when?” and “what first?” through Strategic Directions that guide specific actions over the next 3- 5 years. These directions presented below are informed by considering the current situation analysis and the many ideas gathered during the engagement as well as the Working Group’s intimate knowledge.

Strategic Directions. Represent broad priorities that bridge the situational analysis with the future Vision, Focus Areas and Goals. They guide specific actions over the next 3-5 years.

Actions: Actions or projects are the main focus of a Tourism Plan and are prioritized, time bound and become the responsibility of an implementing organization and network of supportive organizations.

<p style="text-align: center;">FOCUS AREA 1</p> <p style="text-align: center;">ENVIRONMENTAL STEWARDSHIP</p>	<p style="text-align: center;">FOCUS AREA 2</p> <p style="text-align: center;">VIBRANT BUSINESSES AND COMMUNITIES</p>
STRATEGIC DIRECTIONS	
<ol style="list-style-type: none"> 1. Protect and enhance areas important to tourism. 2. Educate visitors to cultivate stewardship of the natural environment. 3. Ensure mechanisms for visitors/tourism to financially contribute to environmental stewardship. 4. Encourage greater use of active transportation and transit to, from and around the community. 	<ol style="list-style-type: none"> 1. Increase support/enhance benefits to ensure attraction and retention of employees working in the tourism industry. 2. Create opportunities for visitors to connect with and understand the local community. 3. Develop better data and monitoring systems to support economic growth and improve visitor experience. 4. Support more sustainable/resilient operations in local businesses. 5. Attract residents/businesses that can provide essential (e.g., food) tourism services and new experiences.

FOCUS AREA 3 QUALITY, GENUINE AND DIVERSE OFFERINGS YEAR-ROUND		FOCUS AREA 4 MANAGED GROWTH	
STRATEGIC DIRECTIONS			
1. Grow our arts, culture, heritage, events, and education offerings.	2. Continue to build a robust pathway/trail network with improved access and connectivity, while respecting neighbourhoods.	3. Develop a deeper understanding of value-aligned visitors and shape local experiences to attract them.	4. Grow our marine and land-based eco-tourism and regenerative tourism-based experiences.
1. Strategically invite visitation in the fall, winter and spring seasons.	2. Preserve our small-town character and feel through policies, design, etc.	3. Consider future tourism land use needs and scenarios in light of this plan.	4. Better understand area visitor and development capacities and how to manage them.
5. Maintain summer visitation, and develop programs, projects, and infrastructure to manage it.	6. Create experiences, offerings and itineraries to entice visitors to stay longer.		
FOCUS AREA 5 ROBUST TOURISM FOUNDATIONS+ RELATIONSHIPS			
STRATEGIC DIRECTIONS			
1. Continue to develop inclusive partnerships with neighbouring Indigenous communities.			
2. Address affordable housing needs for community members and employees.			
3. Regularly consult community members regarding tourism decisions and respond to their perspectives.			
4. Improve infrastructure and services where needed and strengthen climate adaptation, resilience, and emergency responses.			
5. Strengthen partnerships and collaboration among tourism partners and stakeholders at all levels (e.g., local, regional, provincial, and national).			

ACTIONS

Prioritizing broad directions led to a review of community, business and tourism stakeholder input on specific projects and ideas. New ideas were brainstormed and finally prioritized and organized into a timeline for implementation (see Appendix A) or for future consideration. Action implementation is organized into a table represented by the following priorities and action categories.

Catalyst actions:

- Have high value*
- Achieve multiple goals
- Start within the first year

Short Term Priority:

- High value simple tactics that can be achieved within year one

Medium Term Priority:

- High value, somewhat complex or requiring lead-time or other actions to accomplish

Long Term Priority:

- High value, somewhat complex and requiring lead-time and other actions to accomplish

*Very important for reaching desired goals.

Evaluating and Adapting

Monitoring and evaluating progress toward (or away from) the tourism plan goals is essential to provide transparency, inform decision-making, and enable continuous improvement.

Monitoring is the process of gathering data linked to the Tourism Plan goals.

Evaluation is the process of reviewing monitored data, gathering insights, assessing progress, and refocusing efforts.

Ongoing, consistent, and reliable monitoring and evaluation provides the community with a number of essential functions and benefits, including:

- Informing decision-making throughout the community;
- Informing action planning;
- Ensuring transparency and accountability to community stakeholders;
- Engaging businesses, residents, and visitors in the journey toward the goals by providing meaningful and timely information in an interactive way.

Monitoring, evaluating, and reporting should be done at least on an annual basis, and comprise the steps in the diagram.

The indicators help to monitor both the **goals** and the **steps or process** to achieve those goals.

Monitoring the actions: Includes tracking whether the actions are being considered, accepted and implemented as discussed. Every action has a 'progress tracking' column in the detailed action excel sheet. This tool can be used during the semi-annual working group check in meetings (See Table below regarding a Sample Action):

Strategic Direction	Action/Project	Lead	Partner	2019 Progress	Notes/Next Steps
				Completed In Progress No progress, still being considered Reconsidered	X

Monitoring the goals: These results will indicate whether we are working on the right actions, or if we need to adapt our approach. The recommended set of goal indicators (below) is based on the relevant data currently available or available with a minor seed investment.



Existing data sources include organizations such as the Statistics Canada, BC Stats, Destination BC, Ministry of Finance, Tourism Ucluelet, accommodators, Clayoquot Basin Trust, and the District of Ucluelet.

Potential local data collection instruments include MRDT results, accommodator data, event results and outcomes, RMI RDS and MRDT reports, tourism operator sales systems, operator surveys, Tourism Ucluelet visitor and member surveys, Visitor Centre reports, District of Ucluelet resident surveys, and surveys by other governments. Incorporating some of the key questions from the tourism planning engagement surveys would allow for some ongoing comparisons. Some of these data collection instruments will require the implementation of monitoring actions outlined in this plan.

The following table outlines the draft indicators recommended for monitoring and evaluating progress toward the focus areas and goals. Some of these data points will require the implementation of actions or specific monitoring actions for data collection that are outlined in this plan.

VIBRANT BUSINESSES AND COMMUNITIES	ENVIRONMENTAL STEWARDSHIP
<p>Indicators:</p> <ul style="list-style-type: none"> • Percentage of residents who feel the benefits of tourism outweigh the challenges (Maintain or Increase) • Percentage of businesses who feel the benefits of tourism outweigh the challenges (increase) • Ratio of the median residential dwellings (all types – detached, townhouse, apartment) assessment value to the median employment income (decrease, stabilize) • Total tourism funding (RMI, MRDT, Co-op, other) from the province and DBC (increase) • Total Annual MRDT (Grow) 	<p>Indicators:</p> <ul style="list-style-type: none"> • Funds raised/allocated to tourism-based stewardship programs (A) • Regional transit ridership and multi-use path use • Harbour health indicators (Harbour Plan, CBT, SIMRS/Aquarium) • Number of businesses participating in sustainable business programs (Action) • Community/Regional landfilled waste, water use and GHG results
DIVERSE, QUALITY AND GENUINE OFFERINGS YEAR-ROUND	MANAGED GROWTH
<p>Indicators:</p> <ul style="list-style-type: none"> • Percentage of tourism and non-tourism businesses participating in the Ambassador Program (Action) (Increase) • Percent of tourism businesses with adequate staffing during peak and non-peak seasons (Increase) • Total MRDT by season (Balance) • Visitation to core cultural tourism attractions (Grow) • Total visitor spending (Increase) • Average daily room rate (Grow) • Net Promoter Score (Increase) 	<p>Indicators:</p> <ul style="list-style-type: none"> • Number of accommodation units (including vacation rentals) • Number of tourism business licenses • Ratio of dollars for maintenance to tourism infrastructure to dollars for new infrastructure (Increase) • Percentage of residents who feel the benefits of tourism outweigh the challenges (Increase) • Percentage of businesses who feel the benefits of tourism outweigh the challenges (maintain or increase) • Total MRDT by season (Balance) • Distribution of trail users on existing networks (Action) (Increase, Trail Forks or trail counters for hiking) • Average length of stay by season (Increase)

ROBUST TOURISM FOUNDATIONS + RELATIONSHIPS

Indicators:

- Self-assessed partnership strength between the main tourism organizations (Grow)
 - Efforts undertaken to build awareness and relationships
 - Percentage of all tourism plan actions in progress, completed
- Collaborative funding dollars achieved to implement this plan
 - Advocacy efforts undertaken
 - Number of units of perpetually affordable housing related to/due to tourism development

Implementation

Ucluelet's current tourism success is a result of hard work, energetic organizations, collaboration and a sense of community pride. Essentially, people, working together. Tourism is unique this way when compared to other industries, perhaps most of all in the cooperation and partnership required to deliver the 'experiences' sought by visitors and the community alike. Public and private sectors jointly provide a large number of visitor amenities including attractions and activities as well as the supporting infrastructure like roads, land use and water systems. The opportunities outlined in this report are a result of a community-wide effort and the implementation of the recommended actions can only be achieved through the cooperation and participation of many individuals and organizations in the community.

To facilitate continued success in tourism and the effective roll out of this plan and associated projects/actions it is imperative that the following steps occur:

1. Tourism Plan received and recognized by The District of Ucluelet and Tourism Ucluelet
2. Creation and commitment to a Tourism Plan Implementation Committee that meets at least quarterly and includes:
 - a. Development of Partnership Agreements to clearly articulate roles, responsibilities within organizations and between the organizations to achieve the Tourism Plan goals and action implementation.
 - b. Alignment of RMI, RDS and MRDT with the Tourism Plan as well as other District plans such as the Official Community Plan where needed.



3. Support for the facilitation of tourism specific stakeholder/sector working group sessions at least annually.
4. Commitment postcard or other effort to engage the tourism sector in working toward the vision and goals and industry activities outlined in this plan.
5. Collaboration with regional and provincial tourism partners and agencies including areas of alignment within the Southern Vancouver Island Destination Development Plan and other related tourism plans.

Each step is described in further detail below.

RECEIVING THE TOURISM PLAN

The final Tourism Plan should be formally adopted by the leadership at the District of Ucluelet and Tourism Ucluelet. Receiving the document and supporting the implementation steps such as the Implementation Committee and Partnership Agreements are critical steps to sustaining and building on the momentum developed over the past months. A communication strategy would ensure that the receipt of the plan is well documented and shared publicly to reflect the importance of the plan.

TOURISM PLAN IMPLEMENTATION COMMITTEE

A core Tourism Plan Working Group should continue and formalize into an ongoing Tourism Plan Implementation Committee that maintains similar representation and expands where needed to ensure all implementing organizations are involved. In addition to championing the Tourism Plan, this group could also support the implementation of the upcoming Resort Development Strategy 2022-2025 to ensure alignment and efficient use of resources for tourism development work. The draft terms of reference for this group is in Appendix B.

IMPLEMENTATION COMMITTEE ONGOING PURPOSE

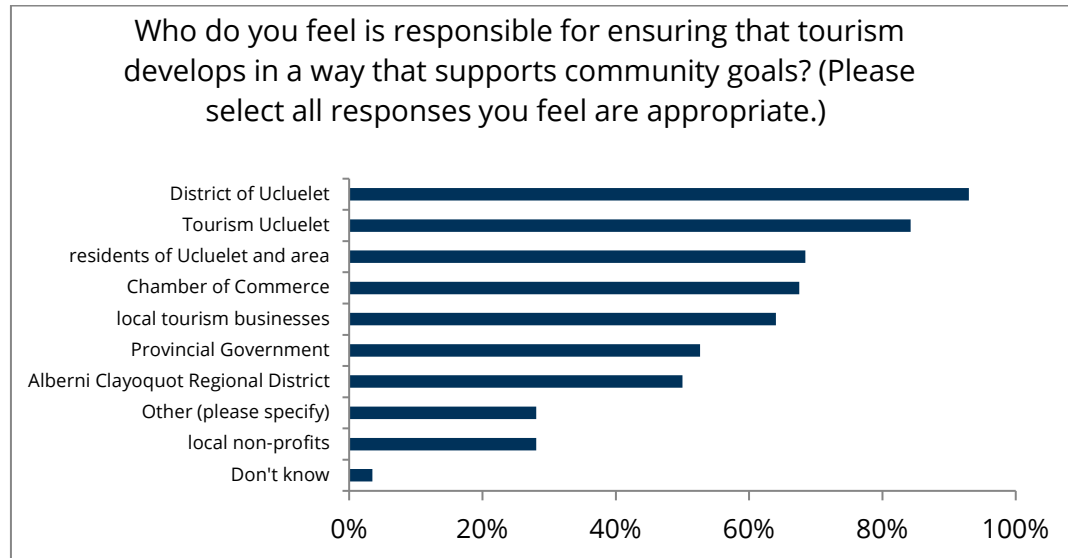
While the focus of the working group is to ensure the implementation and relevance of the Tourism Plan other tasks should include:

- Creating awareness of the vision, goals, directions and actions with respective colleagues, community members, organization members and other tourism stakeholders such as the regional district and province
- Advocating for the Tourism Plan vision, goals, and directions in relation to significant organizational, community, regional or provincial decisions that might impact progress
- Considering and reprioritizing actions on an annual basis as needed to ensure thoughtful and timely implementation
- Maintaining an inventory of actions and the status of action implementation
- Maintaining the monitoring functions outlined in the plan and sharing that data for group evaluation
- Reporting progress to respective councils, boards, organization membership, and residents

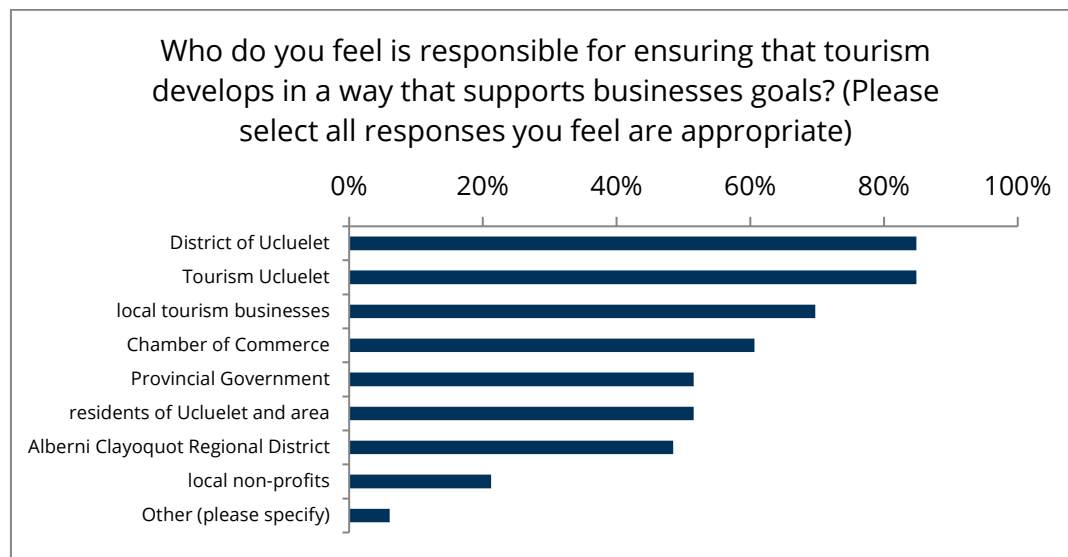
IMPLEMENTATION COMMITTEE PARTNERSHIP AGREEMENT

A formal partnership agreement among all the important and interested organizations will ensure the sustainability of the structure and commitment to tourism and implementing the Tourism Plan. The agreement should be structured with varying levels of commitment with **top tier responsibilities** for the organizations that residents and the business community highlighted as core to ensuring tourism development supports community and business goals. Levels of commitment would detail items such as staff time, leadership, funding, in-kind support, meeting space, travel costs and more.

Residents 114 responses



Businesses 33 responses



A **second-tier agreement** should be structured for organizations with a strong connection to tourism and/or major involvement with Tourism Plan action implementation. Finally, a **third tier** might include

agreements with organizations that are involved to a lesser degree in implementation of projects. The draft agreement is in Appendix C.



FIRST YEAR STEPS AND TIMELINE

What happens during the first year of the Tourism Plan is crucial to ongoing success.

STEP 1: To help ensure a continued commitment to the plan and the implementation structure to support it we recommend that organizations sign an agreement that at a minimum;

- recognizes support for the vision, goals, and strategic directions
- commits them **to at least consider** (by late fall 2022) the implementation of the Tourism Plan actions associated with their respective organizations
- commits them to consider the plan during organizational strategic planning and work planning
- commits partners to participate in the ongoing working group and the tasks associated with it and to them

Additional items will be added to the various agreement tiers discussed above.

STEP 2: It is recommended that the Implementation Committee meet formally at least four times a year to discuss plan progress. The first meeting should take place in early in the winter 2022 and we suggest that the District of Ucluelet or Tourism Ucluelet take on the initial organizing role for the working group though the meeting should ideally be facilitated by an individual outside the working group. The first meeting should include opportunities to:

- Consider and reprioritize actions as needed to ensure thoughtful and effective implementation
- Check in on action acceptance or modifications by lead organizations
- Check in on progress for the year 1 actions initiated
- Review local tourism trends and upcoming organization plans
- Adjust action timing and prioritization as required based on new information

STEP 3: It is recommended that the Committee at least meet again in early-spring of 2023. This second formal meeting should include opportunities to:

- Check in on action acceptance or modifications by lead organizations
- Check in on progress for the actions relabeled as 1 year
- Check in on plans for actions relabeled as 1-2 years
- Evaluate progress by reviewing and discussing the results from the Tourism Plan monitoring
- Review local tourism trends and upcoming organization plans
- Adjust action timing and prioritization as required based on new information

RESOURCING THE IMPLEMENTATION COMMITTEE

The resources required to facilitate the Committee will be minimal and will primarily include staff time to coordinate reporting back and meeting organization. Funding for any extra expenses beyond meeting regularly will ideally be shared by all organizations by primarily the top tier organizations. It is recommended that the District or Tourism Ucluelet play the main facilitation role, however each organization should provide support based on their respective skills and resources.

TOURISM STAKEHOLDER/SECTOR WORKING GROUPS

It is recommended to build off the initial efforts to connect with stakeholder and tourism sector working groups annually or more frequently if Tourism Plan actions or inspired actions require joint implementation. These activities could be led by Tourism Ucluelet or attended to by Tourism Ucluelet if the group already exists as long as tourism piece remains predominant (e.g., accommodator group, cultural group, trails group, environment group etc.)

These working groups will be very important to evaluating Tourism Plan progress, addressing urgent issues that arise, and in the spirit of empowering industry taking joint initiative/leadership on projects that may be of strategic importance to the working group members (e.g., securing land for trail access).

COMMITMENT POSTCARD

NOTES: This is a simple postcard with some key messages from the Tourism Plan inviting residents and businesses to read it and commit to taking part in two or more of the activities indicated on the postcard. They can take a photo of their commitment and send it to Tourism Ucluelet in order to enter a draw. The postcard will create a database of people to call on to take part in various Tourism Plan actions – e.g. sector groups; ambassador programs; remarkable experiences; store opening hour initiatives etc.

IMPLEMENTATION ACTIONS

The first year implementing the Tourism Plan sets the foundation for successfully delivering on the actions outlined in the plan. The Tourism Plan implementation actions for this critical first year are listed below with the associated lead and partner organizations.

Implementation action	Lead	Partner	6 Months	Year 1
Tourism Plan received and recognized by the District of Ucluelet and Tourism Ucluelet	DoU/TU		X	
Partnership Agreement Signed	DoU/TU	Others	X	
Creation and commitment to a Tourism Plan Implementation Committee	DoU/TU	Others	X	
Tourism Plan Implementation Committee meeting 1 to set culture and report on initial actions (see Appendix A).	DoU/TU	TPIC	X	
Commitment postcard, pledges, or other efforts to engage the tourism sector in working toward the vision and goals and industry activities outlined in this plan	TU	TPIC	X	
Tourism specific stakeholder/sector working group sessions at least annually	TU	TPIC		X
Implementation Committee Meeting 2	DoU/TU	TPIC		X
Implementation Committee Meeting 3	DoU/TU	TPIC		X
Implementation Committee Meeting 4	DoU/TU	TPIC		X

RESOURCING

Implementing the Tourism Plan, and achieving the vision and goals it lays out, will require time, funding, and the commitment of many organizations. While some actions will be part of the normal course of business for implementing organizations and tourism businesses, actions to purchase or maintain built or natural infrastructure or develop new programming will require funding. The two major foundational funds to help continue this work are the Resort Municipality Initiative (RMI) funding and the Municipal Regional District Tax (MRDT). This funding should be aligned, where possible, with the actions in this plan.

RMI

The RMI Program is intended to support small, tourism-based municipalities to build and diversify their tourism infrastructure, deliver exceptional visitor experiences, and incorporate sustainable tourism

practices and products. The District of Ucluelet is one of 14 communities receiving this funding from the Province of BC. The most recent 3-year funding arrangement will be allocated to projects identified in the Ucluelet's Resort Development Strategy. The Resort Development Strategy was developed in alignment with this Tourism Plan and it will be important to ensure this alignment continues with respect to the implementation of projects. Ensuring successful project/program investments will help to build the case to continue this important program.

MRDT

The MRDT Program is jointly administered by the Ministry of Finance, Ministry of Tourism, Arts and Culture, and Destination BC. It is intended to help grow BC revenues, visitation, and jobs, and amplify BC's tourism marketing efforts in an increasingly competitive marketplace. The program has existed since 1987. In 2015, the ability for a community to include up to 3% tax on room revenues was made an option. Since then, more than 50% of BC communities have increased the MRDT to 3% and more are in the process.

The District of Ucluelet is currently the official Eligible Entity (meaning all the MRDT tax revenues go directly to the District and then these are allocated for services rendered), however Tourism Ucluelet will become the eligible entity as of June 2023. Tourism Ucluelet, the District and this plan all suggest applying to become a 3% MRDT community.

Funds from the MRDT should augment current funding and the following MRDT program spending principles exist:

- Effective tourism marketing, programs, and projects
- Effective local-level stakeholder support and inter-community collaboration by contributing resources that can be further leveraged
- Coordinated and complementary marketing efforts to broader provincial marketing strategies and tactics
- Fiscal prudence and accountability

Ensuring a successful application for the 3% is important for maintaining competitiveness and for supporting the collective efforts of the tourism community in marketing and destination development and management.

Online Accommodation Platform (OAP) MRDT Revenue: consists of new MRDT revenues collected from online marketplaces that facilitate transactions for renting short-term accommodation (many of which operate across jurisdictions) and typically list basement suites, individual rooms, or other forms of accommodation (such as trailers or motor homes).

MRDT and OAP and Housing: More info can be found [here](#)

- MRDT revenues from Online Accommodation Platforms (OAP) can be used for affordable housing initiatives though it is at the discretion of the designated recipient to determine if either all or part of OAP revenues be used either for affordable housing or tourism marketing programs or projects.
- General or traditional MRDT revenues cannot be used for affordable housing initiatives unless the designated recipient can demonstrate support of tourism stakeholders and accommodation providers.

OTHER FUNDING

Other sources of funding are also available to implement actions from this Tourism Plan. Some of these tourism focused funds are listed below and can be added to over time. There are likely other sources of funding for infrastructure, arts and culture, environmentally focussed initiatives, community building, and skills training.

Destination BC Event Funding: The Tourism Events Program (TEP) was created to help events increase the volume of visitors to British Columbia, broaden global recognition of the province, and build our reputation as an internationally renowned destination. <https://www2.gov.bc.ca/gov/content/tourism-immigration/tourism-resources/tourism-funding-programs/tourism-events-program>

COVID funding:

- [Tourism Relief Fund](#) helps tourism businesses and organizations adapt their operations to meet public health requirements while investing in products and services to facilitate their future growth. With a budget of \$500 million over 2 years (ending March 31, 2023), including \$50 million specifically dedicated to Indigenous tourism initiatives and \$15 million for national initiatives, this fund will position Canada to be a destination of choice when domestic and international travel is once again safe.
- [Community Economic Recovery Infrastructure Program's \(CERIP\) Destination Development stream](#): The Province is investing an additional \$30 million over the next two years to continue investing in tourism infrastructure throughout the province. By helping communities enhance tourism experiences, B.C. will increase its ability to compete as a premium destination.

Specific to Indigenous Tourism:

First Citizen Fund: Business loans are available to Indigenous entrepreneurs in BC, delivered in partners Indigenous Tourism Association of Canada

Indigenous Tourism British Columbia: Indigenous Tourism BC offers funding and support for Indigenous individuals, businesses, and communities to develop tourism experiences and products.

Accessibility related funding sources: There are multiple funding sources that tourism industry stakeholders (businesses, regions, communities, and sectors) may consider when developing and marketing their tourism products. https://www.destinationbc.ca/content/uploads/2021/08/Accessibility-Related-Funding-Opportunities_for-Tourism-August-2021.pdf

Others

Other grants are available from the following organizations:

- BC Arts Council
- Active Transportation Infrastructure Grant Program
- Community Futures British Columbia
- Heritage Canada
- Community Gaming Grants BC
- Southern Interior Development Initiative Trust

- Hosting BC (viaSport)
- Invest Canada – Community Initiatives
- Cycling Infrastructure Funding BC
- Municipalities for Climate Innovation Program BC
- Green Municipal Fund BC
- Investing in Canada Infrastructure Program

Appendix A –Actions and Timing

FOCUS AREA 1: ENVIRONMENTAL STEWARDSHIP

GOAL: OUR VISITORS EMBRACE OUR NATURAL AREAS AND ARE EDUCATED ON HOW TO BE STEWARDS OF THE ENVIRONMENT AND MINIMIZE THEIR IMPACT.

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
1.1. Protect and enhance areas important to tourism.	Catalyst Actions		
	1.1.1. Develop a short-term crown recreation use management strategy and work with tribal parks to collaborate on backroad management (ACRD)	1.1.3. Communicate the importance of Development Permit Areas for the protection of the environment as it relates to tourism (DoU)	1.1.5. Develop a plan and naturalize and enhance habitat along sections of the harbour while creating the Safe Harbour Trail network with interpretive signage, and consistent wayfinding elements (DoU)
	1.1.2. Develop a bylaw for non-exclusive use of public park spaces/trails (consider - Insurance, maintenance, capacity, protect natural spaces etc (DoU)	1.1.4. Develop a comprehensive backcountry recreation use strategy for crown areas around Ucluelet (RSTBC, ACRD, TN, TLN, UFN, DOU)	1.1.6. Develop a habitat diversity and ecosystem network plan to proactively identify, protect, enhance important spaces in support of biodiversity and resilient ecosystems (DoU) – OCP, Harbour Plan
			1.1.7. Implement programs and supporting facilities (e.g., wash stations at all public boat launches) to limit the spread of invasive species in

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
1.2. Educate visitors to cultivate stewardship of the natural environment.	Catalyst Actions		
	1.2.1. Create a pacific rim communication campaign/pledge program to cultivate visitor stewards (DoU/TU, Parks, UFN)		1.2.3. Develop new and promote existing naturalist/environmental restoration tours programs/content to offer during the summer months -(WPT/Redd Fish/Aquarium/DOU/TU)
	1.2.2. Adopt the single use plastic bylaw for utensils and further support implementation of all single use bans (DoU, Surfrider)		

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
1.3. Ensure mechanisms for visitors/tourism to financially contribute to environmental stewardship.	Catalyst Actions		
	1.3.1. Develop a stewardship concept plan for the area (including Mt. Ozzard) that aligns with tourism goals and includes waste management, restoration work, and environmental education (DoU, TU, Surfrider, ACRD)		1.3.3. Finalize and begin to Implement the environmental stewardship plan (DoU, TU)
	1.3.2. Determine a set portion of tourism funding that is committed to the environmental		

stewardship plan
(DoU/TU)

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
1.4. Encourage greater use of active transportation and transit to, from and around the community.	Catalyst Actions		
	1.4.1. Develop and launch an educational/media campaign to promote ridership once the transit buses are running (BC Transit/DoU/TU)	1.4.4. Complete the multi-use path within the ACRD to have a continuous pacific rim route (ACRD)	1.4.9. Review and update Ucluelet’s active transportation and networks of public space document (DoU)
	1.4.2. Implement the first phases of the downtown/Village Square pedestrian routes enhancement programs (sidewalks, crossings) (DoU, MOTI)	1.4.5. Implement the additional phases of the downtown pedestrian routes enhancement programs (sidewalks, crossings) (DoU)	
	1.4.3. Enhance the bike/ebike experience with clear routes identified, appropriate bike storage racks in popular locations (DoU/TU)	1.4.6. Develop a Parking Strategy (Consider: RVs, washrooms, community wide demand) that also contributes to active transportation priorities (DoU/TU)	
		1.4.7. Finalize the design for the Peninsula Road Safety and Revitalization (DoU)	
		1.4.8. Begin construction on the Peninsula Road Safety and Revitalization project (DoU, MOTI)	

*Many of the actions will require their own detailed implementation plans

FOCUS AREA 2 VIBRANT BUSINESSES AND COMMUNITIES

GOAL: VISITORS EMBRACE OUR STRONG SENSE OF COMMUNITY AND HISTORY, OUR LOCAL AND INDIGENOUS BUSINESSES THRIVE, AND OUR EMPLOYEES ARE HEALTHY AND SECURE.

*Action notes and examples of practices or other plans are contained in the action database

Strategic Direction	Immediate Priority	Short Term Priority	Medium-Long Term Priority
2.1. Increase support/enhance benefits to ensure attraction and retention of employees working in the tourism industry	Catalyst Actions		
	2.1.1. Recognize/celebrate businesses that are paying a living wage through their wages and other benefits (Chamber, CBT/ TU)	2.1.4. Initiate “stay year-round” employment campaigns (Chamber/TU)	2.1.8. Promote the Group Employee Benefits Program so smaller businesses can more affordably offer benefits to staff (Chamber)
	2.1.2. Research how many year-round/seasonal employees are needed at current visitation levels and at increased visitation levels outside of summer (TU and/or Chamber/AV Employment)	2.1.5. Explore informal/formal employee and modular housing sharing opportunities with Winter destinations e.g., Mt Washington (DOU/Chamber)	
	2.1.3. Continue to develop and offer local job/industry training opportunities programs and grants targeted at local needs e.g., kayak guide, surf instructor, red seal - (TU/CHAMBER, CBT - NEST)	2.1.6. Develop and coordinate training (e.g., kayak guide, surf instructor etc.) and employment opportunities for secondary students (DoU School District, CBT, USS PAC)	
		2.1.7. Update living wage baseline report for the region on biennial basis (CBT)	

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
2.2. Create opportunities for visitors to connect with and understand the local community.	Catalyst Actions		
	2.2.1. Implement a roaming visitor services program/pop up kiosk, replacing fixed the visitor centre in town (TU/DOU)	2.2.4. Evaluate the evolving roles of the visitor centre to a welcome centre destination including museum facility and park space (TU, DoU, UFN/Parks Canada)	2.2.6. Continue to support public art projects through development and annual budget contributions (DoU)
	2.2.2. Continue to improve the ambassador program to help visitors to connect with and understand the community (Chamber/TU, UFN)	2.2.5. Host weekly beach clean-ups in town – with visitors to cultivate relationships (Surfrider/ DoU/TU)	2.2.7. Further educational opportunities tied into the Wild Pacific Trail and Amphitrite Point Lighthouse (DoU, WPT, UFN)
	2.2.3. Install pedestrian focused wayfinding infrastructure to link current walking trails and pedestrian routes throughout Ucluelet (DoU)		2.2.8. Create a plan for Historical interpretive signage program throughout Ucluelet (DoU, UFN/TU)

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
2.3. Develop better data and monitoring systems to support economic growth and improve visitor experience	Catalyst Actions		
	2.3.1. Initiate a bi-annual in community and post-trip visitor survey program (TU, DoU)	2.3.3. Seasonal local business survey check-in/temperature check (TU/Chamber)	2.3.5. Begin reporting on residential property guest use, rates, revenue, number units etc. (TU/DOU)
	2.3.2. Subscribe to Environics (or similar) to understand	2.3.4. Initiate a monthly accommodation performance reporting	

visitor characteristics and habits (TU/DOU)

program (Star Report) (TU)

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
2.4. Support more sustainable/resilient operations in local and Indigenous-owned businesses.	Catalyst Actions		
	2.4.1. Explore a partnership with Sustainable Tourism Canada to deliver sustainable and resilient businesses assessments and action plans for businesses (TU)	2.4.4. Continue to promote and develop the common ground market place to raise the profile of local businesses and support them year-round – (Chamber) – UBERE	2.4.8. Formalize 3rd party assistance for tourism stakeholders with their sustainable transition (TU/DOU/Surfrider/Wildsafe)
	2.4.2. Survey needs and wants of businesses to support sustainable/resilient operations (TU/DOU/Chamber)	2.4.5. Continue to host debt/investment financing workshops annually for businesses (Chamber)-UBERE	2.4.9. Commercial operators in the Harbour area achieve a marine stewardship certification such as Blue Flag (DoU, Surfrider, TU)
	2.4.3. Formalize open patio, picnic tables, gathering places that were established to support local businesses (DoU)	2.4.6. Promote solid waste management practices such as WildSafe BC bin closure protocols, recycling and composting (DoU/ACRD/TU)	
		2.4.7. Consider approaches to streamline business creation and permitting processes for area businesses. (DoU, UFN)	

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
2.5. Attract or support residents/businesses that can provide essential (e.g., food) tourism services and new experiences	Catalyst Actions		
	2.5.1. Investigate flexible options to increase F&B service capacity during peak season evenings (TU/DoU)	2.5.2. Create development incentives for new service businesses required in Ucluelet (e.g., F&B) (DoU)	2.5.5. Create a targeted (e.g., F&B) package/program to support the expansion of existing businesses or to attract new business to Ucluelet. (TU/DOU)
		2.5.3. Launch start-up programs for new businesses required in Ucluelet (Chamber/Community Futures)	2.5.6. Identify tourist and residential accommodation redevelopment opportunities in the Town Centre and smaller resort style properties (DoU - OCP)
		2.5.4. Analyze commercial capacity to better understand specific gaps in tourism business types and capacity, to identify targeted sectors such as ecotourism (DoU/TU)	2.5.7. Identify an appropriate level of locally run accommodation (bed and breakfasts, vacation rentals and guest houses) to meet visitor needs and community capacities (DoU)

FOCUS AREA 3: DIVERSE, QUALITY AND GENUINE OFFERINGS YEAR-ROUND

GOAL: WE PROVIDE UNIQUE WEST COAST EXPERIENCES THAT ATTRACT THOSE WANTING TO VISIT US IN ANY SEASON.

*Action notes and examples of practices or other plans are contained in the action database

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
3.1. Grow our arts, culture, heritage, events and education offerings.	Catalyst Actions		
	3.1.1. Explore opportunities for alignment of venues for larger events and conferences (DoU and TU)	3.1.2. Develop an events and festivals strategy and plan (understand local societies desires, principles, id types, when/dates, target audiences etc.) (TU)	3.1.6. Develop a specific conference and retreats strategy (TU, DoU)
		3.1.3. Develop a strategy to manage and deliver events/programming on beaches and greenspaces that considers covered event and back of house space (DoU)	3.1.7. Develop a movie/show film location strategy to understand and take advantage of opportunities, celebrate past films. (DOU/TU)
		3.1.4. Develop a public art policy (DoU)	3.1.8. Explore non-marine activity-based products that would complement the shoulder and off season (TU)
		3.1.5. Develop a strategy for weddings/elopements and celebrations (TU, DoU)	

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
3.2. Continue to build a robust pathway/trail network with improved access and connectivity	Catalyst Actions		
	3.2.1. Develop a local/regional trails and staging area strategy that impacts on neighbourhoods/cultural locations and identifies ongoing funding opportunities (DoU, WPTS, UMBA, BCF, UFN)	3.2.4. Ensure trail signage, stewardship plan, and staging for parking with waste facilities before it is opened and marketed (UMBA, UFN, BCF)	3.2.7. As development extends northward along Ucluelet Inlet, create a fully connected Safe Harbour Trail (includes Inner Harbour Trail and other trails) along the shoreline (DoU, HA)
	3.2.2. Complete and update Wild Pacific Trail building/maintenance standards – (DOU)	3.2.5. Work with accommodation businesses to create ensure onsite secure locations for bike storage s to be stored and add public cleaning/maintenances stations (UMBA, DoU, UFN, BCF, TU)	3.2.8. Explore with property owners, the Alberni Clayoquot Regional District and the Yuułuʔiłʔatḥ First Nation the opportunity to extend the Wild Pacific Trail northward beyond the municipal boundary to connect with the Pacific Rim National Park Reserve – (DoU, ACRD, UFN) - OCP
	3.2.3. Develop a MOU between the WPTS and DoU that outlines roles, responsibilities (DoU, WPTS)	3.2.6. Complete the multi-use path within the ACRD in order to have a continuous pacific rim route (ACRD)	

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
3.3. Develop a deeper understanding of value aligned visitors and shape local	Catalyst Actions		
	3.3.1. Continue to develop and promote value aligned itineraries for visitors based on existing offerings (TU)	3.3.2. Develop a strategy for unique/niche and value aligned experiences in shoulder and off season (e.g., Birding. Night at the aquarium) (TU)	3.3.3. Work with local tourism businesses to shape and promote experiences for “value aligned” visitors (TU)

experiences to attract them

3.3.4. Enhance the Whiskey Dock as a public gathering space and primary wharf for tourism uses and explore opportunities to diversify adjacent onshore commercial activities (e.g., allocating space for a food truck) (DoU/TU/HA) – Harbour Plan

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
<p>3.4. Grow our marine and land based eco-tourism and regenerative tourism-based experiences.</p>	<p>Catalyst Actions</p>		
	<p>3.4.1. Continue the upgrades to the Amphitrite Point Lighthouse to ensure a functional multiuse space for education and events (DoU) - RDS</p>	<p>3.4.3. Promote opportunities and recruit local and regional operators to develop eco-tourism and regenerative based experiences. (TU) - DDP</p>	<p>3.4.5. Action</p> <p>3.4.6. Explore the current Ucluelet/UNESCO relationship and potential for increased involvement and basis for eco-tourism/regenerative experiences (DoU/TU, CBT)</p>
	<p>3.4.2. Develop an eco-tourism/regenerative experience infrastructure plan (e.g. covered outdoor spaces, interpretive areas, self-propelled tour launches – Alder St Park , road access) (DoU, TU, tour businesses)</p>	<p>3.4.4. Ensure adequate harbour marine facilities to support tourism operations (fishing charters, wildlife tours, kayaking/paddle boarding, marine taxi and floatplane) (DoU/HA) – Harbour Plan</p>	

FOCUS AREA 4: MANAGED GROWTH

GOAL: TOURISM VISITATION AND NEW GROWTH IS SPREAD MORE EVENLY YEAR-ROUND, AND TOURISM IS MANAGED WITHIN OUR NATURAL AND HUMAN CAPACITIES.

*Action notes and examples of practices or other plans are contained in the action database.

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
4.1. Strategically invite visitation in the fall, winter and spring seasons.	Catalyst Actions		
	4.1.1. Clearly define what shoulder season/days truly are to guide all experience development and enhancement (TU)	4.1.3. Develop a shoulder season marketing strategy aligned with new and enhanced experiences (TU, UFN)	
	4.1.2. Work with local business types to schedule and align shoulder season access to visitor experiences (accommodation, food, activities etc) (TU)		

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
<p>4.2. Preserve our small-town character and feel through policies, design, etc.</p>	<p>Catalyst Actions</p>		
	<p>4.2.1. Initiate construction for the expansion and revitalization of the Village Green (DoU) - RDS</p>	<p>4.2.2. Continue 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. – (DOU) OCP</p>	<p>4.2.6. Ensure the right balance between new accommodation and ensuring proximal access to convenience commercial services (DoU) - OCP</p>
		<p>4.2.3. Preserve views of the harbour and develop new viewpoints at locations identified in the OCP. (DoU/HA) – Harbour Plan</p>	
		<p>4.2.4. Communicate and support the importance of strong adherence to the development areas for form and character as outlined in the OCP (DoU, TU)</p>	
		<p>4.2.5. Continue to ensure that Village Square is the location for most commercial and retail uses while ensuring small neighbourhood convenience nodes in targeted areas– (DOU) OCP</p>	

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
4.3. Consider future tourism land use needs and scenarios in light of this plan.	Catalyst Actions		
		<p>4.3.1. Initiate joint planning to evaluate impacts and community support for a suite of future tourism accommodation and commercial development scenarios in the region and vicinity of Ucluelet based on the findings in the Land Use Demand Study (DoU, DoT, ACRD, UFN, TN, TLN, Parks)</p> <p>4.3.2. Review the accommodation and commercial land uses in the OCP and ensure consistency with the seasonal growth management direction in the Tourism Plan (DoU/TU)</p>	

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
4.4. Better understand area visitor and development capacities and how to manage them.	Catalyst Actions		
		<p>4.4.1. Develop a local education speaker series that explores the cause of growth in small amenity rich communities and the shares the leading practices for managing it (CBT – NEST, VIU, TU)</p> <p>4.4.2. Leverage the OCP to identify the growth drivers and acceptable carrying capacity (Social, Environmental, Infrastructure/Commercial)</p>	<p>4.4.3. Complete a broad commercial/retail space study to understand current/future size requirements and locations (DoU)</p>

) of Ucluelet/Parks/Tofino
(DoU/TU, Parks, Tofino,
CBT, UFN, TFN,TN)

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
4.5. Maintain summer visitation, and develop programs, projects, and infrastructure to manage it	Catalyst Actions		
	4.5.1. Develop a Parking Strategy to address parking demand while contributing to active travel goals (DoU)	4.5.3. Work with highways/District to improve parking around priority Wild Pacific Trail access points on highway (DoU, WPT)	4.5.4. Create vibrant spaces in the harbour areas, such as small commercial activities like a food truck (DoU/HA)– Harbour Plan
	4.5.2. Upgrade trails, parking, infrastructure to priority beach access areas experiencing management issues (DoU)		

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
4.6. Create experiences, offerings and itineraries to entice visitors to stay longer.	Catalyst Actions		
	4.6.1. Develop and promote enticing itineraries for targeted visitor types, to add one/two more days (TU)	4.6.2. Launch/highlight experiences to animate Ucluelet, events and other offerings to entice an early arrival or extra night stays (TU)	

FOCUS AREA 5: ROBUST TOURISM FOUNDATION+ RELATIONSHIPS

GOAL: WE HAVE STRONG PARTNERSHIPS AND ENSURE THE VITAL INFRASTRUCTURE AND RESOURCES TO SUPPORT A THRIVING AND RESILIENT TOURISM ECONOMY.

*Action notes and examples of practices or other plans are contained in the action database.

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
5.1. Continue to Develop inclusive partnerships with neighbouring Indigenous communities	Catalyst Actions		
	<p>5.1.1. Hold a permanent seat on the Tourism Ucluelet Board for Yuuʕuʔiʔaʔh and ʔukwaaʔath (voting) (TU)</p> <p>5.1.2. Continue to collaborate with Yuuʕuʔiʔaʔh and ʔukwaaʔath to incorporate their desired content for tourism marketing, arrival and interpretive signage communications (TU, DoU, UFN, TN)</p>	<p>5.1.3. Tourism operators support annual harbour clean up events (Redd Fish/Surfrider/DOU/HA/TU)</p> <p>5.1.4. Yuuʕuʔiʔaʔh and ʔukwaaʔath are consulted and provided resources to work with the District of Ucluelet to consider and eliminate impacts on the harbour from new uses and tourism in general (DoU, UFN, TN)</p> <p>5.1.5. Budget resources to provide neighbouring Indigenous communities support for their community discussions about tourism's role (impacts/potential) in the area (DoU, TU - UFN, TN)</p>	<p>5.1.6. Coordinate with Yuuʕuʔiʔaʔh and ʔukwaaʔath to identify opportunities for tourism development on economic development lands (Waterfront Resort Lands, Parkside, Stuart Bay, Dookqua) or existing operations (DoU/TU, UFN,TN)</p> <p>5.1.7. Tourism advocates for and highlights the importance of home-use harvest activities in Ucluelet inlet/harbour (TU)</p>

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
5.2. Address affordable housing needs for community members and employees	Catalyst Actions		
	5.2.1. Continue temporary seasonal employee housing projects and explore including seasonal dorm style rental on at least one municipally-owned property. (DoU) – OCP		5.2.3. Require new tourist commercial accommodation to build or fund (through a DCC) adequate staff housing development (DoU)
	5.2.2. Prioritize and begin to implement the short-term housing actions identified in the OCP and Housing Needs Report (DoU)		

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
5.3. Regularly consult community members regarding tourism decisions and respond to their perspectives.	Catalyst Actions		
	5.3.1. Engage the community annually about tourism benefits/impacts sentiment (TU/DOU)		5.3.2. Continue to highlight to regional/local residents the importance of tourism and specific tourism projects (TU/DOU)
			5.3.3. Identify and develop a project that serves both as a visitor amenity and a legacy project or program that is highly valued by the community (DOU/ TU)

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
<p>5.4. Improve infrastructure and services where needed and strengthen climate adaptation, resilience, and emergency responses.</p>	<p>Catalyst Actions</p>		
	<p>5.4.1. Develop a comprehensive emergency and communications plan that focuses on tourists (TU, DoU)</p>	<p>5.4.2. When identifying new or upgrading existing infrastructure incorporate strategies that address resilience (DoU)</p>	
		<p>5.4.3. Ensure new updated trail standards that addresses climate change impacts and resilience. (DoU)</p>	
		<p>5.4.4. Communicate the importance of the District of Ucluelet Development Permit Areas for natural hazards areas protection where it relates to tourism development activities (DoU, TU)</p>	

Strategic Direction	Immediate Priority	Short Term Priority	Medium - Long Term Priority
<p>5.5. Strengthen partnerships and collaboration among tourism partners and stakeholders at all levels (e.g., local, regional, provincial, and national).</p>	<p>Catalyst Actions</p>		
	<p>5.5.1. Expand contributions for tourism/ marketing management to 3% and/or other (TU)</p>	<p>5.5.4. Continue to utilize marketing synergies among tourism DMOs and providers in the west coast region (TU/TT)</p>	<p>5.5.5. Ensure sustained MRDT and RMI funding (TU, DoU)</p>
	<p>5.5.2. Identify alternative funding mechanisms from day visitors or area user fees (DoU/TU)</p>		
	<p>5.5.3. Enhance coordination with RMI and Tourism Ucluelet in terms of project, promotion and infrastructure. (DOU/TU)</p>		

Appendix B – Terms of Reference

TOURISM PLAN IMPLEMENTATION COMMITTEE- DRAFT TERMS OF REFERENCE

PURPOSE

The purpose of the Implementation Committee is to move the Tourism Plan from planning to doing by ensuring the implementation, communication and relevance of the Tourism Plan for Ucluelet in support of the following Vision:

Tourism in Ucluelet welcomes visitors year-round for genuine, immersive and restorative West Coast experiences that are respectful of our environment, cultures and people.

The Committee will work together and with others to manage and grow tourism sustainably for the betterment of Ucluelet and Area and our visitors.

GOVERNANCE

1. The Implementation Committee will be convened and chaired by the District of Ucluelet and Tourism Ucluelet.
2. The District of Ucluelet and Tourism Ucluelet will collaborate⁸ deeply with Tier 2 Tourism Plan Partners to help create and update the Terms of Reference as needed and in the selection of Committee members.

GENERAL COMPOSITION

1. The Implementation Committee will be comprised of up to a maximum of twelve (12) members to maintain effective meetings and meaningful engagement.
2. Members can only be selected from Tier 1 or 2 Tourism Plan Partner organizations or in the event that there are not enough members available or the right diversity of members, from the Tier 3 Partner organizations.
3. The Implementation Committee endeavours to consist of members as follows:
 - One senior staff representative from the Chamber of Commerce
 - One senior staff representative from Tourism Ucluelet
 - One senior staff representative from the District of Ucluelet
 - One senior staff/other representative from the Yuułuᑭiᑭᑭath

⁸ We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.

- Up to four representatives from environmental, social community, and or arts non-profit organizations.
- One representative of tourism experience operators
- One senior representative from Black Rock Resort
- Up to two members with broad tourism skill sets representing tourism enterprises/organizations

TERMS

1. In accordance with its general purpose, specific Implementation Committee duties include:
 - Creating awareness of the vision, goals, directions and actions with respective colleagues, community members, organization members and other tourism stakeholders
 - Advocating for the Tourism Plan vision, goals and directions in relation to significant organizational, community, regional or provincial decisions that might impact progress
 - Making sure the Tourism Plan is being implemented as expressed in the document while considering and reprioritizing actions on an annual basis as needed to ensure thoughtful and timely implementation Ensuring the partnership agreements and responsibilities are being fulfilled
 - Considering the insights gathered from tourism sector Committee and other stakeholder conversations
 - Reporting progress to respective councils, boards, organization membership, and residents
 - To collaborate with each other in each aspect of the decision making

Note: While many tasks are similar to the Tourism Plan Partner tasks they do not replace those commitments.

District of Ucluelet and Tourism Ucluelet specific

- Maintaining an inventory of actions and the status of action implementation
 - Maintaining the monitoring functions outlined in the plan and sharing that data for Committee evaluation
2. Implementation Committee members should endeavour to attend all meetings. If a member cannot attend a meeting, it is expected that they provide their input to the project team using an alternative method (e.g. via email or phone call).
 3. All members of the Implementation Committee shall serve without remuneration.

Meeting Frequency

The Implementation Committee will initially meet a four (4) times per year. Meetings will range from 2 hrs to 3 hrs.

General Meeting Schedule and Topics

Date	Seasonal Topics	Standing Topics
Early-winter check in	<ul style="list-style-type: none"> ➤ Check in on Tourism Plan action acceptance/modifications or progress by lead organizations 	<ul style="list-style-type: none"> ➤ Include updates by partners (champions and others) on their seasonal and multi-year

Spring – Planning Part 1	<ul style="list-style-type: none"> ➤ Review local/regional/national and global tourism trends ➤ Evaluate progress by reviewing and discussing the results from the Tourism Plan Monitoring Program 	<p>plans related to tourism or activities that may impact tourism</p> <ul style="list-style-type: none"> ➤ Tourism Plan project public communications planning and story sharing ➤ Presentation from specific tourism sectors or stakeholder organizations
Fall – Planning Part 2	<ul style="list-style-type: none"> ➤ Adjust Tourism Plan action timing and prioritization as required based on new information 	
Early-winter Check-in	<ul style="list-style-type: none"> ➤ Check in on Tourism Plan action acceptance/modifications or progress by lead organizations 	

Meeting Procedures

- Meetings will mainly be facilitated by the District of Ucluelet or Tourism Ucluelet
- Meetings will have a Chair and Co-Chair
- Meetings will be structured to encourage free and open discussion of relevant issues.
- All will be expected work toward agreement in any decision making and consensus which means agreement to move forward. If consensus cannot be reached, voting may occur.
- Confidentiality: To ensure a safe environment for dialogue, members should convey the ideas and experiences of the meeting to others outside the Committee only in a very general manner and without attributing specific ideas or statements to any identifiable individual.

Agendas

Tourism Ucluelet will prepare and distribute agendas and materials prior to meetings.

Resourcing Meetings

It is recommended that the District of Ucluelet and Tourism Ucluelet play the main facilitation role, however each organization should provide support based on their respective skills and resources. The resources required to facilitate the Committee will be minimal and will primarily include staff time to coordinate reporting back and meeting organization.

TIMELINE

Terms for the Tourism Plan Implementation Committee will begin December 2022 and continue until such a time that the Committee is disbanded.

The Terms of Reference will be reviewed and undated at least once every two years.

RESOURCES

The Implementation Committee will receive administrative support from the District of Ucluelet and Tourism Ucluelet.

Appendix C – Partnership Agreement

PARTNERSHIP AGREEMENT FOR IMPLEMENTING THE TOURISM PLAN FOR UCLUELET - DRAFT

Purpose of the agreement:

The purpose of this agreement is to agree to work with other Ucluelet area organizations to implement the actions and projects as identified in the Tourism Plan and in order to work toward the Vision:

Tourism in Ucluelet welcomes visitors year-round for genuine, immersive and restorative West Coast experiences that are respectful of our environment, cultures and people.

This agreement describes understandings and commitments to this collaborative effort.

Scope and Duration:

Partners will work together toward the Vision, Focus Area and Goals in the Tourism Plan. This agreement will guide the collaboration for the period beginning December 2022 and ending in December 2027. The scope and duration of the agreement may be amended and/or extended after a review. A review of the agreement will take place after year one and every two years after that.

Agreement:

Our mission is to *‘work together to ensure Ucluelet welcomes visitors year-round for genuine, immersive and restorative West Coast experiences that are respectful of our environment, cultures and people.*

As Partners, we share Ucluelet’s tourism vision, goals, and recognize the importance of focusing on the TP strategic directions and implementing actions the coming years.

There are **three** Tourism Plan partnership levels with increasing commitment tiers.

Tier 3

We commit to fulfill this mission by:

- Creating awareness of the vision, goals and directions with respective colleagues, community members, organization members and other tourism stakeholders;
- Considering how to support the TP vision, goals and directions in our organization’s decision-making process;
- Taking part in engagement activities (Focus Groups , surveys, interviews) that allow our organization to continue to provide feedback on the implementation of the TP and tourism development and management;
- Participating in TP actions that help our organization build capacity to continuously improve tourism in our community and area;
- Considering TP actions where we are identified as the lead organization, championing those

- we commit to, and reporting back on progress;
- Collaborating and partnering on TP actions where we are identified as a supporting partner; and
- Creating opportunities for engagement and collaboration on our non-tourism projects that may impact or benefit tourism.

Tier 2

We commit to fulfill this mission by committing to all of Tier 3 above, plus:

- Participation with the Tourism Plan Implementation Committee meeting at least quarterly to help ensure implementation of the plan. Meetings will:
 - Check in on TP action acceptance or modifications by lead organizations
 - Check in on progress for the TP actions
 - Evaluate progress by reviewing and discussing the results from the TP Monitoring Program
 - Adjust action timing and prioritization as required based on new information
 - Review local/regional/national and global tourism trends and
 - Include updates by partners on their seasonal and multi-year plans related to tourism or activities that may impact tourism
- Identifying one person within our own organization to serve on the Tourism Plan Implementation Committee for this collaboration;
- Supporting the planning and implementation of the Resort Development Strategy and associated projects;
- Considering the TP during strategic planning and to align our plans and actions where our organization can have the greatest impact on the focus areas and goals;
- Reporting TP progress to, respective councils, boards, colleagues and members;
- Taking a *lead role* in advocating (such as taking part in TP outreach or presentations, reporting back publicly, lobbying other levels of government or industry associations etc.) for the vision, goals, directions and actions with respective colleagues, community members, organization members and other tourism stakeholders; and
- Providing letters of support and / or Board or Council Meeting resolutions as needed to other TP partners in support of funding applications for TP actions or other.

Tier 1

We commit to fulfill this mission by committing to all of Tier 2 & 3 above, plus:

- Providing resources as available including but not limited to:
 - Meeting space
 - Meetings facilitation
 - Meeting supplies
 - Meeting minute taking
 - In kind staff time
- Resourcing evaluations, as available, of the TP implementation and partnerships (e.g. might include surveys, facilitators, interviews, reporting back processes etc.)

The signing of this partnership agreement implies that signatories will strive to reach to the best of their ability the commitments stated in the agreement.

On behalf of my organization I wish to sign and commit to:

Please check one:

<input type="checkbox"/>	Tier 1 Partnership
<input type="checkbox"/>	Tier 2 Partnership
<input type="checkbox"/>	Tier 3 Partnership

and contribute to the implementation of the Tourism Plan for Ucluelet

Organization Name:

Date:

Print Name:

Title:

Signature:

Admin Support

From: Katharine Peill <Katharine.Peill@nic.bc.ca>
Sent: August 12, 2022 10:31 AM
To: Info Ucluelet
Subject: North Island College's BUILD 2026 and Working Together Dashboard Reports
Attachments: BUILD 2026 Strategic Plan and Year 1 Dashboard - June 2022.pdf; Working-Together-Dashboard - June 2022.pdf

[External]

Dear Mayor and Council Members,

We are very pleased to share with you the first year results of [BUILD 2026](#), NIC's strategic plan and [Working Together](#), NIC's first Indigenization plan. Attached are the *Year 1 Dashboards*, which provide progress reports on the itemized, measurable goals for both visionary plans.

BUILD 2026 and *Working Together* are the creations of the Nations and communities that NIC has the honour and privilege of serving. Your contributions to these plans were essential to their development and will be critical to how we meet our mission to work together to build healthy and thriving communities, one student at a time. We will continue to share our progress with you in the years ahead and look forward to hearing your feedback – either in person or through www.engage.nic.bc.ca.

I look forward to connecting with you soon to discuss the progress we've made on the initiatives set out in the two plans. I encourage you to reach out to me to discuss how North Island College can better support the communities in our region through post-secondary education. At your request, Amber Neumann (Amber.Neumann@nic.bc.ca or 250-334-5270) will be pleased to coordinate a connection.

Sincerely,




Lisa Domae, PhD, RPP
 President and CEO
 North Island College
 2300 Ryan Road, Courtenay BC V9N 8N6
 250.334.5270 lisa.domae@nic.bc.ca
www.nic.bc.ca

North Island College is honoured to acknowledge the traditional territories of the combined 35 First Nations of the Nuu-chah-nulth, Kwakwaka'wakw and Coast Salish traditions, on whose traditional and unceded territories the College's campuses are situated.



Forest Enhancement
Society of British Columbia

August 31, 2022

Dear Mayor Mayco J. Noel and Ucluelet (District) Council,

People who work in B.C.'s forests are innovative and creative. They have enthusiastically stepped forward with unique ideas to enhance our forests and then delivered on their projects. Since the inception of the Forest Enhancement Society of BC (FESBC) in 2016, \$238 million has been put in the hands of local people to enhance our forests, and the work they've done is fantastic.

The diversity of organizations with a passion for forestry in B.C. is a tremendous strength we all benefit from, and it provides an incredible source of innovation. Organizations delivering forest enhancement projects now range from Indigenous peoples, community forests, grassroots community associations, municipalities, regional districts, woodlots, the Ministry of Forests, the Habitat Conservation Trust Foundation, the Ministry of Environment, contractors, forest consultants, and forestry companies both big and small. In many cases, FESBC projects have brought diverse groups to work together for the first time. The spirit of collaboration and the resulting positive relationships is a foundation for deeper partnerships moving forward.

FESBC funded forestry projects have successfully contributed toward transformation:

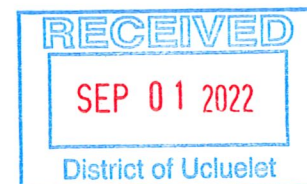
- increased Indigenous peoples' participation and leadership in the forest economy,
- driving climate action using forests in B.C.,
- reducing wildfire risks to numerous communities throughout the province,
- accelerating ecological recovery in areas devastated by beetle epidemics and wildfires,
- improving wildlife habitat, and
- creating jobs in forest-dependent communities.

Going forward, with your support, FESBC will continue to work with local communities and others to enhance British Columbia's forests.

We are proud to share this FESBC Accomplishments Report with you and encourage you to learn more at www.fesbc.ca

Sincerely,

Jim Snetsinger, Board Chair
Forest Enhancement Society of BC



(441) MC - 7