

AGENDA

REGULAR MEETING OF COUNCIL

Tuesday, February 23, 2016

7:30 p.m.

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

Council Members:

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



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REGULAR MEETING OF COUNCIL

7:30 p.m.

Tuesday, February 23, 2016

George Fraser Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet

AGENDA

1. CALL TO ORDER
2. ADDITIONS TO AGENDA
3. ADOPTION OF MINUTES
 - 3.1. February 9, 2016 Regular Minutes p.7
4. UNFINISHED BUSINESS
5. MAYOR'S ANNOUNCEMENTS
6. PUBLIC INPUT, DELEGATIONS & PETITIONS
 - Delegations
 - 6.1. Dr. Paul Hasselback, Island Health p.15
Re: Substance Use and Misuse Report
7. CORRESPONDENCE
8. INFORMATION ITEMS
 - 8.1. FCM Resolution for Build Canada Grant Funding p.17
City of Port Coquitlam
 - 8.2. Island Rural Communities Celebrate with Heritage Project Launch p.19
Vancouver Island & Coast Conservation Society
9. COUNCIL COMMITTEE REPORTS
 - 9.1. Councillor Sally Mole *Deputy Mayor April – June*
 - Ucluelet & Area Child Care Society
 - Westcoast Community Resources Society
 - Coastal Family Resource Coalition
 - Food Bank on the Edge
 - Alberni Clayoquot Regional District – Alternate

⇒ *Other Reports*

9.2. Councillor Marilyn McEwen

Deputy Mayor July – September

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

9.3. Councillor Mayco Noel

Deputy Mayor October – December

- Ucluelet Volunteer Fire Brigade
 - Central West Coast Forest Society
 - Ucluelet Chamber of Commerce
 - Signage Committee
 - Clayoquot Biosphere Trust Society – Alternate
 - Community Forest Board
- ⇒ *Other Reports*

9.4. Councillor Randy Oliwa

Deputy Mayor January – March

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

9.5. Mayor Dianne St. Jacques

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

10. REPORTS

- | | |
|---|-------------|
| 10.1. Expenditure Voucher G-04/16 | p.21 |
| Jeanette O'Connor, Chief Financial Officer | |
| 10.2. Funding Request for Boat Launch Dock Floats | p.25 |
| John Towgood, Planner I | |
| 10.3. Wild Pacific Trail Memorandum of Understanding Renewal | p.27 |
| Abby Fortune, Director of Parks and Recreation | |

- 10.4. Demolition of 1301 Pine Road** **p.31**
David Douglas, Manager of Finance
- 10.5. Fixed Commercial Water Charges** **p.33**
David Douglas, Manager of Finance
- 11. LEGISLATION**
- 11.1. Harbour Regulation Amendment Bylaw Report** **p.35**
Jeanette O'Connor, Chief Financial Officer
- 11.2. Harbour Regulation Amendment Bylaw No. 1189, 2016** **p.37**
- 12. LATE ITEMS**
Late items will be addressed here but will appear in a separate agenda.
- 13. NEW BUSINESS**
- 14. QUESTION PERIOD**
- 15. CLOSED SESSION**
Procedural Motion to Move In-Camera:
THAT the meeting be closed to the public in order to address agenda items under Section 90(1) of the *Community Charter*.
- 16. ADJOURNMENT**

- Sgt. Swann thanked Council for their support and introduced Sgt. Jenkins, who gave an overview of his background and desire to serve to the community faithfully
- Sgt. Swann gave an update to Council on the 2015 Ucluelet policing statistics

7. CORRESPONDENCE:

7.1 Request for Input re: Climate Action Activities and the BC Climate Leadership Plan

Hon. Minister Polak, Ministry of Environment

2016-047 It was moved by Councillor McEwen and seconded by Councillor Mole
THAT Council receive correspondence item 7.1 for information.

CARRIED

7.2 Request for Input re: Draft Recovery Documents for Species At Risk Act listed species in British Columbia

Randal Lake, Environment and Climate Change Canada

2016-048 It was moved by Councillor Mole and seconded by Councillor Noël
THAT Council direct staff to forward correspondence item 7.2 "Draft Recovery Documents for SARA listed species in British Columbia" to the Central Westcoast Forest Society and Barkley Community Forest board for their information.

CARRIED

2016-049 It was moved by Councillor McEwen and seconded by Councillor Noël
THAT Council direct staff to post information on the species at risk identified for the Alberni-Clayoquot region to the District website to assist Environment and Climate Change Canada in informing community members and private landowners who may have critical habitat on or near their property.

CARRIED

7.3 Consideration for Approval re: Tourism Promotion Agreement

Ucluelet Tourism Association & District of Ucluelet

2016-050 It was moved by Councillor Mole and seconded by Councillor Oliwa
THAT Council receive correspondence item 7.3 for information.

CARRIED

2016-051 It was moved by Councillor Mole and seconded by Councillor Noël
THAT Council consent to Mayor St. Jacques signing the Tourism Promotion Agreement on behalf the District of Ucluelet.

CARRIED

7.4 Request to Appear as a Delegation re: North Island College Plan2020

John Bowman, North Island College

2016-052 It was moved by Councillor McEwen and seconded by Councillor Mole

THAT Council invite Mr. John Bowman of North Island College to present their Plan2020 at a Committee of the Whole meeting.

CARRIED

8. INFORMATION ITEMS:

8.1 Heritage Week 2016 - Distinctive Destinations: Experience Historic Places Heritage BC

2016-053 It was moved by Councillor Mole and seconded by Councillor McEwen
THAT Council receive information item 8.1.

CARRIED

2016-054 It was moved by Councillor McEwen and seconded by Councillor Noël
THAT Council direct staff to place a link to Heritage BC on the District website for the duration of Heritage Week.

CARRIED

9. COUNCIL COMMITTEE REPORTS:

9.1 Councillor Mole

Coastal Family Resource Coalition

- Met in January and last week; Clayoquot Biosphere Trust has put out call for project proposals, with submission deadline March 3, 2016
- AV Employment hosting job fair at Best Western Tin-Wis in Tofino on March 2, 2016 from 11am-3pm; all are welcome

9.2 Councillor McEwen

West Coast Multiplex Society

- AGM to be held April 4, 2016; looking for guest speakers; will be a celebratory event

Other Reports

- Attended Local Government Leadership Academy (LGLA) event in Richmond; event geared toward local government elected officials; topics included respecting yourself and others, managing your time, communication, and bullying/ harassment in the workplace

9.3 Councillor Noël

Community Forest Board

- Met today; Board has received four Request for Proposals, and will commence with interviewing those companies
- Had election of officers: Geoff Lyons is treasurer, Gary Johnson is secretary, and Terry Smith is chairman

Other Reports

- Attended Economic Strategic Planning session on January 28, 2016; attended by 30 members across the west coast; theme focused on breaking down silos, pooling resources, and communicating better with each other

9.4 Councillor Randy Oliwa

Other Reports

- Council had working meeting to discuss bylaw enforcement, how to improve and enforce current bylaws
- Received presentation on Clayoquot Biosphere Trust's (CBT) Living Wage report at February 2 Committee of the Whole meeting
- Attended Economic Planning session with Clr. Noël; agreement that most communities could benefit from collaboration on certain issues and sharing limited resources; importance of relationship building
- Attended LGLA with Clr. McEwen and Clr. Mole; sessions taught would be beneficial to students; will raise idea on implementing a civics class into curriculum; excellent for anyone considering entering politics

9.5 Mayor St. Jacques

Alberni-Clayoquot Regional District

- Coastal Community Network looking to rebuild momentum, and ACRD is contributing \$750 to CCN to keep it moving; Island Coastal Economic Trust has 2 years of funding left, are lobbying Province receive more funds; reminder that Association of Vancouver Island Coastal Communities convention is April 8-10, 2016 in Nanaimo; ACRD is submitting a resolution for addressing marine oil spills

Other Reports

- Rebecca Hurwitz from CBT presented their Living Wage Report at February 2 Committee of the Whole meeting; our region's living wage is \$19.27; Council pleased that members of Ucluelet Co-op attended to discuss food costs, and Council will meet with them further on the topic; the full report is available on the CBT website
- BC Seniors Advocate spoke in Tofino in January; responsible for income, housing, healthcare, personal support, transportation; has a council of advisors made up of seniors across province; statistics presented include: 17% BC population are seniors (820k) and this is expected to grow to 1.35M by 2031, 8% cannot have conversation in English, 93% live independently, 33% live in rural areas, less than 4% live in residential care, 29% family caregivers are in distress, and 4 out of 5 seniors over age 85 have no dementia; seniorsadvocatebc.ca contains information on programs available for seniors
- Bylaw working meeting to discuss enforcement management; Council will be extending the season for bylaw officers this summer
- Met with Canadian Princess owners, who are leaving the community; the Canadian Princess will be removed from Small Craft Harbour; business will continue even though ship is leaving; Council expresses their appreciation to Oak Bay Marine Group for proving employment since 1979
- Attended meeting on addressing poverty, hosted by local MLA with Port Alberni Mayor and MP Gord Johns; brainstormed ideas on assisting people who are struggling in the region

Whale Fest Committee

- Whale Fest happens March 12-24, 2016; full program including information panels on sea change and Great Gatsby event, which will be last event held at

Canadian Princess; 9 restaurants participating in Chowder Chowdown; 30th anniversary of Whale Fest this year, hope to acknowledge founding directors

2016-055 It was moved by Councillor Mole and seconded by Councillor McEwen
THAT Council accept all committee reports.

CARRIED

10. REPORTS:

10.1 Expenditure Voucher G-03/16

Jeanette O'Connor, Chief Financial Officer

2016-056 It was moved by McEwen and seconded by Councillor Oliwa
THAT Council receive Expenditure Voucher G-03/16.

CARRIED

10.2 Monthly Motion Status Report for Period Covering June 2015 - January 2016 District of Ucluelet

2016-057 It was moved by Councillor Mole and seconded by Councillor Oliwa
THAT Council receive report item 10.2 for information.

CARRIED

10.3 Amendment to Development Permit DP16-01 for 166 Fraser Lane

John Towgood, Planner 1

2016-058 It was moved by Councillor McEwen and seconded by Councillor Noël
THAT Council approve recommendation 1 report item 10.3 "Amendment to Development Permit DP16-01 for 166 Fraser Lane", which states:

- 1. THAT Council approve the issuance of an amendment to Development Permit DP16-01 for Lot 1, Plan VIP36002, District: 09 (166 Fraser Lane), that considers the variances given in the original Development Permit against a proposed increase in the building height as outlined within the body of this report.*

CARRIED

11. LEGISLATION

11.1 Zoning Amendment Bylaw Report - First and Second Reading

John Towgood, Planner 1

2016-059 It was moved by Councillor Oliwa and seconded by Councillor Mole
THAT Council approve recommendation 1 of legislative report item 11.1 "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing lot:29, Plan:VIP79602, District:09 from Section CD-3A.1.4 and place it in R-4 - Small Lot Single Family Residential", which states:

- 1. THAT Zoning Amendment Bylaw No. 1188, 2016 be given First and Second Reading and advanced to a Public Hearing.*

CARRIED

11.2 Zoning Amendment Bylaw No. 1188, 2016

2016-060 It was moved by Councillor Mole and seconded by Councillor Noël
THAT Council give First Reading to Zoning Amendment Bylaw No. 1188, 2016
CARRIED

2016-061 It was moved by Councillor Oliwa and seconded by Councillor McEwen
THAT Council give Second Reading to Zoning Amendment Bylaw No. 1188, 2016
CARRIED

11.3 Smoking Control Bylaw Report - Final Reading

John Towgood, Planner 1

2016-062 It was moved by Councillor Mole and seconded by Councillor McEwen
THAT Council approve recommendation 1 of legislative report item 11.3 "Proposed Smoking Control Bylaw", which states:
1. *THAT Council give Fourth and final readings to the Smoking Control Bylaw No.1187, 2016.*
CARRIED

11.4 Smoking Control Bylaw No. 1187, 2016

2016-063 It was moved by Councillor McEwen and seconded by Councillor Oliwa
THAT Council give Fourth Reading and subsequent Adoption to Smoking Control Bylaw No. 1187, 2016.
CARRIED

12. LATE ITEMS

None

13. NEW BUSINESS:

13.1 Councillor Oliwa

No new business

13.2 Councillor Noël

2016-064 It was moved by Councillor Noël and seconded by Councillor McEwen
THAT Council invite the Community Forest board to attend quarterly Committee of the Whole meetings in 2016.
CARRIED

2016-065 It was moved by Councillor Noël and seconded by Councillor Mole
THAT Council direct staff to investigate and research the concept of medical marijuana and its possible implications to the District of Uchuelet.
CARRIED

13.3 Councillor McEwen

No new business

13.4 Councillor Mole

No new business

13.5 Mayor St. Jacques

No new business

14. QUESTION PERIOD:

Council did not receive any questions or comments from the public.

15. CLOSED SESSION:

2016-066 It was moved by Councillor Noël and seconded by Councillor McEwen
*THAT the meeting be closed to the public in order to address agenda items
under Section 90(1), subsections (c) of the Community Charter.*

CARRIED

Mayor St. Jacques suspended the regular meeting and moved in-camera at 8:24 pm.

16. ADJOURNMENT:

Mayor St. Jacques adjourned the in-camera meeting at 8:43 pm and resumed the open meeting at 8:44 pm.

Mayor St. Jacques adjourned the regular council meeting at 8:58 pm.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, February 9, 2016 at 7:30 pm in the George Fraser Community Room, 500 Matterson Road, Ucluelet, BC.

Dianne St. Jacques
Mayor

Andrew Yeates
CAO



DISTRICT OF UCLUELET

Request to Appear as a Delegation

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

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

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

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

Requested Council Meeting Date: ~~March 22, 2016~~ FEBRUARY 23, 2016

Organization Name: Island Health

Name of person(s) to make presentation: Dr. Paul Hasselback

Topic: MHO Report to the Board

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

Please describe:

Health at the Local Level. Dr. Hasselback will provide local data and stats to address the following topics: Alcohol consumption; illicit drugs; marijuana; prescription drug use; treatment options; role for local government.

Contact person (if different from above): Christal Lawson

Telephone Number and Email: 250-739-6404 / christal.lawson@viha.ca

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.



February 4, 2016

British Columbia Local Governments
 Via email distribution

Dear BC Local Governments:

SUBJECT: 2016 FCM RESOLUTION – BUILD CANADA GRANT FUNDING

The Council for the City of Port Coquitlam, at its regular Council Meeting of January 11, 2016, adopted the following resolution requesting all British Columbia local governments' endorsement:

1. **THAT** Council make the following motion to the Federation of Canadian Municipalities and the Union of British Columbia Municipalities:

WHEREAS the Federal Government's Build Canada grant program generally shares the costs of all approved infrastructure projects equally between the province and the local jurisdiction at one third each;

AND WHEREAS for nationally and provincially significant projects, where projects provide a greater national and provincial benefit, and where communities are disproportionately and directly impacted by such projects, the burden of one third of the cost is inequitable and too high for the local jurisdiction;

THEREFORE BE IT RESOLVED that the Federal Government's Build Canada grant program, National Infrastructure Component, be amended to fund a minimum of 50% of the project cost.

BE IT FURTHER RESOLVED that the provincial funding contribution for significant projects be a minimum of 40% of the project cost.

2. **THAT** this motion be forwarded to all local governments in British Columbia to request their endorsement.
3. **THAT** this motion be forwarded to Mr. Ron McKinnon, Member of Parliament for Coquitlam - Port Coquitlam and to Mr. Mike Farnworth, Member of Legislative Assembly for Port Coquitlam - Burke Mountain.

Sincerely,

C. Deakin
 Carolyn Deakin, CMC
 Assistant Corporate Officer

Subject: Press Release - Island's Rural Communities Celebrated on National Heritage Day, during BC's Heritage Week!

Press Release
FOR IMMEDIATE RELEASE
February 15, 2016



Island's Rural Communities Celebrated with Heritage Project Launch National Heritage Day & BC's Heritage Week!

CEDAR – With Canada's 150 birthday coming up in 2017 an Island organization has launched a project to celebrate their roots and heritage in some of the oldest rural communities on Vancouver Island.

"It's our chance to remember the past, honour the sacrifices of those before us, and to leave a legacy for future generations," says Laurie Gourlay, President of the Vancouver Island and Coast Society.

The Heritage Lands of Cedar, Yellow Point, North Oyster, South Wellington, Cassidy and Chase River are the focus of this 2017 initiative. The non-profit society takes pride in celebrating traditional harvests of the coast's shellfish along with the salmon runs, rolling fields of hay, coal mines and forestry which have sustained many generations here on the mid-coast of Vancouver Island.

Three Heritage Projects have been chosen for 2017, with input from the community over the past year,

- A Heritage Book, featuring local interviews, photographs and local stories 'of the old days'.
- Community Welcome signs to be constructed ...along with benches and heritage gardens to enjoy the views!
- A Heritage Sports Day & Celebration, with an old-tyme recipe bake-off, BBQ, and 5 cent lemonade!

"We share an idyllic rural and coastal landscape, both pastoral and forested, with a River running through it," Gourlay notes. "We want to enjoy the character and characters of our Heritage Lands, take a peek at our grandparents past, and help the next 150 years get off to a good start!"

The society has begun to circulate a newsletter and will hold public meetings as the projects gets underway, expecting that community organizations, business and residents will all pick up on the chance to bring the rural lands' past and future to life for 2017.

"We're looking forward to dusting off old photo albums, and hearing tales from the old families around here," says Gourlay, with a smile. "We want newcomers and old-timers alike to help us discover our rural heritage and the people, places and events that have shaped our lives. and communities."

The group's plans for a Heritage Day includes 'Heritage Sports', wheelbarrow races and maybe a ploughing match or two - the way the games and sports used to be played! Traditional costumes and workwear of the day will see the fun and celebration in 2017 enjoyed along with Heritage treats and recipes, including an apple pie bake-off.

And, Gourlay adds, "With BBQ's fired up, lots of ice cream, and lemonade all around we're looking at a day to enjoy

the company of friends and family ...and the 150th birthday of our country"

-30-

For more information:
Laurie Gourlay, President VICCS,
(250 722-3444)

Vancouver Island & Coast Conservation Society, Box 333, Cedar, B.C., V9X 1W1
250.722.3444, (viccs@shaw.ca) www.viccs.vcn.bc.ca

District of Ucluelet Expenditure Voucher

G-04/16

Date: February 18, 2016

Page: 1 of 4

CHEQUE LISTING:

AMOUNT

Cheques: # 23695 - # 23760	\$	151,020.26
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PAYROLL:

PR 004/16	\$	57,137.63
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	<u>\$</u>	<u>208,157.89</u>
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RECEIVED FOR INFORMATION AT MEETING HELD:

February 23, 2016

Jeanette O'Connor, CFO

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
023695	002	05/02/2016	AL001	ACKLANDS - GRAINGE	0540877	GLOVES/FILTER	286.53		286.53	
023696	002	05/02/2016	BE386	BRAKER ELECTRIC LT	932	FRASER LANE LFT ST	68.25		68.25	
023697	002	05/02/2016	BE737	BENSON ERICA	121523	BENSON-JAN 17-30/1	1,747.20		1,747.20	
023698	002	05/02/2016	CE004	CORPORATE EXPRESS	40603433 40461861 40600836	PENS/POST IT FLAGS BINDERS/BATTERIES/ KEY SAFE	135.00 317.05 34.50		486.55	
023699	002	05/02/2016	CI192	CIBC - VISA CENTRE	01/16	JAN/16	1,552.78		1,552.78	
023700	002	05/02/2016	CK608	KASSLYN CONTRACTIN	D507	D507	1,827.26		1,827.26	
023701	002	05/02/2016	CP300	CRITERION PICTURES	777589 777588	JAN/16 MOVIE FREIG JAN/16 MOVIES	3.36 21.54		24.90	
023702	002	05/02/2016	CPA25	CANADIAN PAYROLL A	2016 MEMBERSH	CPA 2016 MEMBERSHI	252.00		252.00	
023703	002	05/02/2016	DC001	DOLAN'S CONCRETE L	UK77246 UP77241	HEMLOCK CONCRETE B HEMLOCK RD REPAIR	84.00 832.88		916.88	
023704	002	05/02/2016	DK143	DEVRIES KATHY	121521	DEVRIES-JAN/16 AFT	375.00		375.00	
023705	002	05/02/2016	FS004	FOUR STAR WATERWOR	46946	LF.STN FLOATS	2,151.21		2,151.21	
023706	002	05/02/2016	FSC10	FOUR STAR COMMUNIC	35764	JAN/16	136.50		136.50	
023707	002	05/02/2016	HRDOW	HR DOWNLOADS INC	51374	HR 2016 MEMBERSHIP	519.75		519.75	
023708	002	05/02/2016	HS002	HOGAN, SARAH	121520	HOGAN-JAN-16 DANCE	93.97		93.97	
023709	002	05/02/2016	LGM01	LGMA	16016	APPROVING OFFICER	262.50		262.50	
023710	002	05/02/2016	LY001	YOUNG ANDERSON	CN91368	CR-FILE 119.127	327.59		327.59	
023711	002	05/02/2016	MA952	MAXXAM ANALYTICS	VA940748 VA949628 VA948791 VA948789	B5A9730 B605860 B603148 B604650	157.50 26.25 78.75 78.75		341.25	
023712	002	05/02/2016	RL068	RIVERA LYVIER	121522	RIVERA-JAN/16 LATI	432.81		432.81	
023713	002	05/02/2016	SI604	SHU IAN	121519	SHU-JAN/16 FREE WE	40.00		40.00	
023714	002	05/02/2016	SJ004	S & J SERVICES	530820 530821 530822 530823 530824	JAN/16 LYCHE JAN/16 FH JAN/16 P/W JAN/16 UAC JAN/16 AQUARIUM	1,386.00 138.60 315.00 315.00 651.00		2,805.60	
023715	002	05/02/2016	TCFVN	TCF VANCOUVER PROD	121524	DAMAGE DEPOSIT	5,000.00		5,000.00	
023716	002	05/02/2016	TS002	TRAN SIGN LTD.	147754	GROUND CREW/ROAD C	1,076.99		1,076.99	
023717	002	05/02/2016	TU428	TOURISM UCLUELET	11/15	NOV/15 GRANT	14,891.48		14,891.48	
023718	002	05/02/2016	UI923	UKEE INFO TECH	10270	JAN/16 IT SUPPORT	633.15		633.15	
023719	002	05/02/2016	UR849	UCLUELET RENT-IT C	22489 22354	PUMPOUT-BB/LIGHTHO JAN/16 RENTAL	280.00 1,344.00		1,624.00	
023720	002	05/02/2016	VF001	VOLUNTEER FIREFIGH	184686	VFABC 2016 MEMBERS	154.00		154.00	
023721	002	05/02/2016	VTS70	VALLEY TRAFFIC SYS	85672	PLAYGROUND SIGNS	436.80		436.80	
023722	002	05/02/2016	WP166	WINDSOR PLYWOOD -	75079A 73758A 74144A 74947A 75067A 73611A 73629A	REDI-MIX-CEMETERY LUMBER-CEMETERY KEYS FAUCET/FLASHING-SH FLASHING/NAILS/CIR PAINT SUPPLIES-LSC CEDAR/FLASHING/CIR	130.43 28.21 20.16 86.14 142.28 151.67 162.84		794.07	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
					73757A	FREIGHT-JACK HAMME	66.30			
					73407A	FAUCET-SCH	26.42			
					74460A	HINGES-SHOP	19.67			
					74946A	FAUCET CREDIT	40.05-			
023723	002	05/02/2016	WP166	WINDSOR PLYWOOD -	74867A	KEYS/ZAP STRAPS	55.29		108.78	
					74945A	FAUCET-SHOP	40.05			
					75078A	GUTTER ELBOWS-SHOP	13.44			
023724	002	05/02/2016	Y9308	YEATES ANDREW	121525	YEATES LEGAL SEMIN	261.36		261.36	
023725	002	12/02/2016	AGS11	AGS BUSINESS SYSTE	34223	JAN/16 DOU	825.31		825.31	
023726	002	12/02/2016	BC017	BC HYDRO & POWER A	01/16	JAN/16	33,373.26		33,373.26	
023727	002	12/02/2016	BP370	BELLAVANCE PAULETT	121527	BELLAVANCE-PLYSCHL	67.10		67.10	
023728	002	12/02/2016	BR330	BLACK ROCK MANAGEM	RBR12BEC-1	LAUNDRER LINENS	40.95		40.95	
023729	002	12/02/2016	CGISC	CGIS CENTRE	42402	INTEGRATE NEW CONT	157.50		849.42	
					42430	MAR/16	691.92			
023730	002	12/02/2016	CK608	KASSLYN CONTRACTIN	D508	D508	1,233.90		1,233.90	
023731	002	12/02/2016	CT002	CLEARTECH INDUSTRI	144458	CONTAINER RETURN	252.00-		444.36	
					651334	HYPOCHLORITE	696.36			
023732	002	12/02/2016	D9375	DOUGLAS DAVID	121520	DOUGLAS-ACRD AIRPO	28.08		28.08	
023733	002	12/02/2016	DD442	DOUGLAS DAVID	17117	DOUGLAD-MATS/COFFE	100.32		100.32	
023734	002	12/02/2016	DFC01	DUMAS FREIGHT COMP	38270	FOURSTAR WATERWORK	43.10		1,031.63	
					39760	FOURSTAR WATERWORK	71.38			
					38273	FOURSTAR WATERWORK	43.10			
					36439	CLEARTECH	427.43			
					36384	TRANSIGN	403.52			
					38263	FOURSTAR WATERWORK	43.10			
023735	002	12/02/2016	EP910	EVAN PETERSON	9	AGE FRIENDLY ACTIO	2,677.50		2,677.50	
023736	002	12/02/2016	ET510	ELLIOTT TANYA	2000572.002	ELLIOT-GLEE REFUND	122.50		122.50	
023737	002	12/02/2016	FPWD3	FOCAL POINT WOOD D	1/16	JAN/16 CONTRACT	2,087.40		2,087.40	
023738	002	12/02/2016	GB059	GIBSON BROS. CONTR	14793	HEMLOCK REPAIR	1,116.26		5,828.66	
					14794	HEMLOCK REPAIR	4,712.40			
023739	002	12/02/2016	GJ242	GIBSON JENNIFER	1009303002	GIBSON-RUG HOKING	64.85		64.85	
023740	002	12/02/2016	ICT01	ICOMPASS TECHNOLOG	16218	MEETING MANAGER	2,632.00		2,632.00	
023741	002	12/02/2016	LEASE	UCLUELET CONSUMERS	02/16	FEB/16 LEASE	250.00		250.00	
023742	002	12/02/2016	MB188	MULVEY BELINDA	2000576.002	MULVEY-PD REFUND	130.00		130.00	
023743	002	12/02/2016	MB673	MILLAR, BARB	02/16	MILLAR-OFFICE SUPP	92.44		92.44	
023744	002	12/02/2016	OE464	OCEANSIDE ELECTRON	14593	METAL DETECTOR FUS	67.20		67.20	
023745	002	12/02/2016	PI110	PUROLATOR INC	430168728	MAXXAM	173.61		288.68	
					430097526	MAXXAM	115.07			
023746	002	12/02/2016	RK125	ROSENE KAT	121526	ROSENE-FAMILY DAY	250.00		250.00	
023747	002	12/02/2016	SBR01	SONBIRD REFUSE & R	24355	JAN/16 SCH	622.44		1,744.68	
					24356	JAN/16 52 STEPS	196.46			
					24357	JAN/16 WD	266.60			
					24358	JAN/16 P/W	444.56			
					24359	JAN/16 UCC	214.62			
023748	002	12/02/2016	SD199	SCHRAMM DESIGN					3,137.75	Yes
023749	002	12/02/2016	SF061	STEVENS FLICKERINE	121530	STEVENS-FEB 1-8/16	166.80		166.80	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
023750	002	12/02/2016	SFEG2	SFE GLOBAL	201861	RESERVOIR CLEANING	50,355.52		50,355.52	
023751	002	12/02/2016	TM005	TELUS MOBILITY	01/16	JAN/16	124.74		124.74	
023752	002	12/02/2016	TP002	TELUS	01/16	JAN/16	3,643.91		3,643.91	
023753	002	12/02/2016	TP004	TYNE RAYLENE	2000571.002	TYNE-DAMAGE DEPOSI	200.00		200.00	
023754	002	12/02/2016	UC142	UCLUELET CONSUMER'	71677061	#9	115.89		908.99	
					71681450	#23	48.62			
					71680572	#2	58.50			
					71676963	#23	69.93			
					71678181	#3	78.05			
					71677802	#23	72.78			
					71677787	#2	50.96			
					71679439	#24	137.18			
					71682310	#24	108.56			
					71676724	#4	107.15			
					71679158	#12	61.37			
023755	002	12/02/2016	UC142	UCLUELET CONSUMER'	71682667	#4	107.03		799.51	
					71683841	#1	104.50			
					71684233	#14	52.85			
					71683975	#23	62.55			
					71683927	#2	57.85			
					71685000	#3	86.55			
					CO1048140	ICE PACKS/ZIP BAGS	41.33			
					CO1094261	PLANTING SUPPLIES	173.29			
					CO1094682	YOUTH DINNER SUPPL	26.31			
					CO1082557	BATTERIES/TEA/COFF	51.25			
					CO1084880	FUNNEL/PAIL/CORD	36.00			
023756	002	12/02/2016	UC142	UCLUELET CONSUMER'	CO1094875	AFTER SCHOOL SNACK	43.14		112.40	
					CO1123110	MILK/CREAM/TEA	22.45			
					CO1097609	JAN/16 AFTERSCHOOL	46.81			
023757	002	12/02/2016	UV145	UCLUELET VIDEO SER	02/2016	FEB/16-491	557.76		557.76	
023758	002	12/02/2016	WCS39	WEST COAST SEEDS	10005113	LANDSCAPE MATERIAL	160.69		160.69	
023759	002	12/02/2016	XC300	XPLORNET COMMUNICA	INV12277647	FEB/16	72.79		72.79	
023760	002	15/02/2016	SD199	SCHRAMM DESIGN	TG16-37	2016 TIDE GUIDES	57.75		57.75	
Total:							151,020.26	0.00	151,020.26	

*** End of Report ***



STAFF REPORT TO COUNCIL

Council Meeting: Feb 23th, 2016
 500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

SUBJECT: FUNDING ALLOCATION FOR THE REMAINING BOAT LAUNCH DOCK FLOATS

RECOMMENDATION(S):

1. **THAT** Council allocate five thousand dollars CAD (\$5000) of RMI funding to the boat launch dock float project completion;
- OR**
2. **THAT** Council has considered the fund allocation and not grant the funding.

BACKGROUND:

Funding for the supply and install of the remaining three dock floats (Figure 1) at the District of Ucluelet boat launch was set at \$15,000 based on the cost of the previous dock package. Prior to ordering the last three floats staff considered it prudent to confirm the distance from the end of existing dock to the remaining piling locations. This measurement indicated that the last floats need to be longer than the previous floats. As well the contractor has indicated that the cost of materials has increased over the last two years and has caused his cost per float to go up. To cover the extra dock length and the added cost per float, Staff are requesting that Council allocate an additional five thousand dollars CAD (\$5000) from the RMI fund to complete the boat launch dock float project.

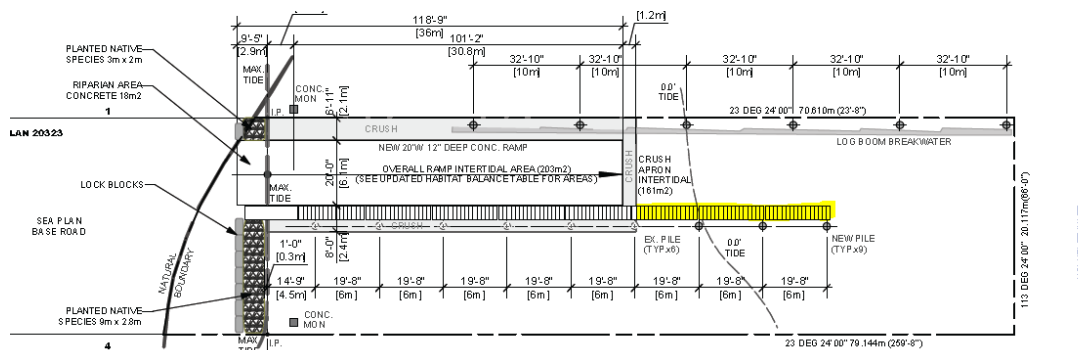
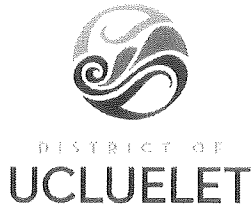


Figure 1

Respectfully submitted:

John Towgood, Planner 1



STAFF REPORT TO COUNCIL

Council Meeting: FEBRUARY 23, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ABBY FORTUNE, DIRECTOR OF PARKS & RECREATION

FILE NO: 1855-05 ICET

SUBJECT: WPT Memorandum of Understanding Renewal

ATTACHMENTS: Memorandum of Understanding

RECOMMENDATION(S):

1. **THAT** Council authorize the renewal of the Memorandum of Understanding for the general maintenance work of the Wild Pacific Trail from January 1st, 2016 – December 31st, 2018; **and**
 2. **THAT** Council authorize the increase to \$22,500 as noted in the 2016 Budget.
- OR**
3. **THAT** Council not accept in whole or in part the recommendations made in this report.

PURPOSE:

1. To allow staff to approve and sign off on the Memorandum of Understanding (MOU) with the Wild Pacific Trail Society (WPTS).
2. To increase the amount paid to the Wild Pacific Trail Society for the general maintenance work of the trail as per their request.

BACKGROUND:

The District of Ucluelet has had a MOU with the Wild Pacific Trail Society for the general maintenance work of the trail for the last three years. This has proven to be a very successful partnership. The trail is being very well maintained.

The Wild Pacific Trail is requesting a 25% increase from the current contract. This will allow more hours of maintenance for the trail. The trail has enjoyed much higher traffic volume from 2013 – 2015 with an 80% increase in two years. This is being tracked through a counter machine.

The amount requested was budgeted for in the 2016 budget.

Respectfully submitted:

Abigail K. Fortune,
Director of Parks & Recreation

MEMORANDUM OF UNDERSTANDING
Between the Wild Pacific Trail Society and the District of Ucluelet

The purpose of this Memorandum of Understanding (MOU) is to set the general terms and conditions where the District of Ucluelet will pay an annual sum of \$22,500 to the Wild Pacific Trail Society for general maintenance work on the Wild Pacific Trail.

1. Conditions

- a. The District of Ucluelet will pay Worker's Compensation Coverage for the designated principle maintenance work.
- b. The designate principle maintenance worker will be required to carry a cell phone with them while working. This will be paid for by the Wild Pacific Trail Society.
- c. There will be a quarterly maintenance list indentified and prioritized by key project areas which will be mutually agreed to by the Wild Pacific Trail Society and the District of Ucluelet's representative.
- d. Major events i.e. wind storms will not be the responsibility of the Wild Pacific Trail Society maintenance MOU.

2. Confidentiality

The parties agree that the contents of this MOU shall remain confidential and shall not be disclosed to any person with the exception of each party's legal, accounting and tax advisors, agents, lenders, consultants, advisors, potential investors or as required by law. If any such person is required by law to disclose the terms of this MOU to persons other than those identified above, all other parties shall be notified prior to the release of said information.

3. Acceptance

If the foregoing accurately sets forth our mutual understanding and agreements, please sign and date the enclosed copy of this MOU and return the same to the attention of the undersigned. By mutual consent this date may be extended.

The term of the MOU is commencing January 1st, 2016 ending December 31st, 2018 and may be renewed on mutual consent for an additional three year term.

Should at any time there be a disagreement with the quality of service provided, at the option of the District, this MOU shall cease immediately, become forfeited and void.

Acknowledged and agreed this ____ day of _____, 2016

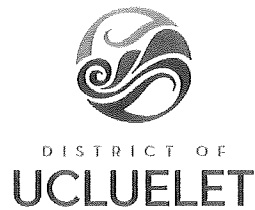
WILD PACIFIC TRAIL SOCIETY

Per

Acknowledged and agreed this ____ day of _____, 2016

DISTRICT OF UCLUELET

Per



STAFF REPORT TO COUNCIL

Council Meeting: February 23, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: DAVID DOUGLAS, MANAGER OF FINANCE

FILE NO: 0550-20

SUBJECT: DEMOLITION OF 1301 PINE ROAD

RECOMMENDATION(S):

1. **THAT** Council approve the demolition of the building located at 1301 Pine Road and fund the extra cost from sale proceeds of the land.
- OR**
2. **THAT** Council denies the request for the demolition of the building located at 1301 Pine Road at this time.

PURPOSE:

The purpose of this report is to update Council on the tender process for the demolition of the building at 1301 Pine Road.

BACKGROUND:

On January 13th, 2016 the District advertised a “request for quote” for the demolition of the building and material located on 1301 Pine Road. The District received one bid for \$26,875 plus GST, which includes demolition, disposal, and an environmental assessment on the materials being removed and being disposed. The quote does not include any special handling or disposal of hazardous materials.

FINANCIAL IMPLICATIONS:

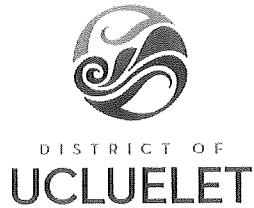
The District budgeted \$12,500 for this work. If Council would like to continue with this project additional funds will be required. The extra needed for demolition of the building could be funded from sale proceeds of the land.

SUMMARY AND CONCLUSION:

The District intended to demolish the building and clean up the land prior to placing the property for sale. Staff is hesitant to recommend selling the property as is due any liability issues that may arise from that type of sale.

Respectfully submitted:

David Douglas, Manager of Finance



STAFF REPORT TO COUNCIL

Council Meeting: February 23, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: DAVID DOUGLAS, MANAGER OF FINANCE

FILE NO: 0550-20

SUBJECT: FIXED COMMERCIAL WATER CHARGES

RECOMMENDATION(S):

1. **THAT** Council approve an increase to the water charges for fixed commercial base water rates by doubling the current water rates.

OR

2. **THAT** Council approve an increase to the water charges for fixed commercial water rates by tripling the current water rates.

OR

3. **THAT** Council does not approve an increase to the water charges for fixed commercial water rates at this time.

PURPOSE:

The purpose of this report is to update Council on the commercial water meter installation program initiated by the District in November 2015 and to ask Council to approve an increase to the fixed water charges for commercial customers starting in May 2016.

BACKGROUND:

In November 2015, the District sent letters to 55 commercial fixed rate customers requesting them to install water meters to their premises by March 31, 2016. Second letters were mailed out in January 2016 reminding customers of the requested deadline to install a water meter. To-date, eight customers have complied and three others are in process. A significant number of our customers have not started the process of changing to water meters. Staff would like to add some form of motivation for the fixed rate water customers to actively pursue the installation of water meters. The last billing for fixed rate commercial customers was in January and the next billing is set for May. It is the hope that all commercial customers will be on metering at that point; however, without some form of motivation, it is unlikely.


Financial Implications:

Staff would like to see an increase to the fixed base water meter rates for the next billing cycle. By increasing the fixed base water meter fees, staff are hoping this will motivate commercial water customers to plan and install water meters by the deadline. Staff would like to see doubling or tripling of the current fixed water fees. Staff are not expecting to see the increase in revenue because if all of the fixed rate customers install meters by the deadline no one will be charged the new water fees. The increase in water fees will not affect the sewer charges the District currently has in place.

Example of fees:

Flat Rate (base rates)	Trimester (Current)	Trimester (Doubling)	Trimester (Tripling)
Hotels & Motels	\$ 96.00	\$ 192.00	\$ 288.00
Restaurants	\$ 328.00	\$ 656.00	\$ 984.00
Clubs	\$ 168.00	\$ 336.00	\$ 504.00
Retail Establishments	\$ 112.00	\$ 224.00	\$ 336.00
Garage & Service stations	\$ 128.00	\$ 256.00	\$ 384.00

Respectfully submitted:



David Douglas, Manager of Finance



STAFF REPORT TO COUNCIL

Council Meeting: FEBRUARY 23, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JEANETTE O'CONNOR, CHIEF FINANCIAL OFFICER

FILE NO: 3900-25 BYLAW 1189

SUBJECT: HARBOUR REGULATION BYLAW AMENDMENT – PROPOSED BYLAW No. 1189, 2016

RECOMMENDATION(S):

1. **THAT** Council gives up to three readings to proposed District of Ucluelet Harbour Regulation Amendment Bylaw No. 1189, 2016;

or

THAT Council direct staff to amend proposed District of Ucluelet Harbour Regulation Amendment Bylaw No. 1189, 2016 per Council's direction AND THAT the amended bylaw be brought forward at a subsequent meeting;

or

THAT Council abandon proposed District of Ucluelet Harbour Regulation Amendment Bylaw No. 1189, 2016.

PURPOSE:

The purpose of this report is to present for Council consideration an amendment bylaw to clarify the definition of "Facility", to remove monthly reserved berthage, and to align Ucluelet Harbour Regulation Bylaw No. 1134, 2011 with Ucluelet Harbour Public Fish Sales, Policy No. 16-8700-3.

BACKGROUND:

The area defined in the Small Craft Harbours Lease as Port Albion was removed from the lease in 2006 and this amendment removes reference to the Port Albion dock in the bylaw.

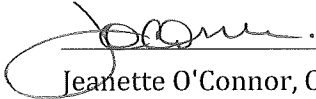
The Harbour Authority Commission and the Harbour Authority, after much discussion, believe reserved berthage should be for a minimum of six months rather than one month.

The District of Ucluelet Harbour Regulation Bylaw No. 1134, 2011 states that "Commercial Fishing Vessels may sell their marine products at the Small Craft Harbour Facility only" while the subsequent Ucluelet Harbour Public Fish Sales, Policy No. 16-8700-3 states that the Whiskey Dock is the "Main Dock" for fish sales and the Small Craft Harbour Facility is the "Overflow Dock".

SUMMARY AND CONCLUSION:

Staff recommend the proposed District of Ucluelet Harbour Regulation Amendment Bylaw No. 1189, 2016 be given up to three readings.

Respectfully submitted:



Jeanette O'Connor, CFO

DISTRICT OF UCLUELET

Bylaw No. 1189, 2016

A bylaw to amend District of Ucluelet Harbour Regulation Bylaw No. 1134, 2011

The Council of the District of Ucluelet enacts as follows;

Short Title

1. This bylaw may be known and cited for all purposes as the “District of Ucluelet Harbour Regulation Amendment Bylaw No. 1189, 2016”.

Application

2. This bylaw amends the indicated provisions of District of Ucluelet Harbour Regulation Bylaw No. 1134, 2011.

Enactment

3. Where there is a discrepancy between this Bylaw and any or all amendment bylaws enacted prior to this bylaw and affecting the District of Ucluelet Harbour Regulation Bylaw No. 1134, 2011, then this Bylaw shall be deemed to supersede the prior bylaw(s) in the matter of the discrepancy.
4. This Bylaw shall come into full force and effect on the final adoption thereof.

Amendments

5. In Part 1 – DEFINITIONS, in the paragraph for “FACILITY”, Council:
 - a. deletes “means the wharves, floats, docks and equipment located at Main Street (Whiskey Dock), Otter Street (52 Steps Dock), and the areas defined in the Small Craft Harbours Lease, those being Port Albion and Ucluelet West (Inner and Outer Boat Basins).”
 - b. inserts “means the wharves, floats, docks and equipment located at Main Street (Whiskey Dock), Otter Street (52 Steps Dock), and the areas defined in the Small Craft Harbours Lease, being Ucluelet West (Inner and Outer Boat Basins).”
6. In Part 8 – RESERVED BERTHS, Council:
 - a. deletes “2. Reserved berths are only available on a monthly basis. Vessels requiring partial months will pay the reservation fee for the entire month.”
 - b. inserts “2. Reserved berths are only available on a six month basis. Vessels requiring less than six months will pay the reservation fee for the entire six months.”
7. In Part 10 -- COMMERCIAL FISHING VESSEL (CFVs), Council:

- a. deletes “1. Commercial Fishing Vessels (CFVs) may sell their marine products at the Small Craft Harbour Facility only, provided the vessel has been issued a vendors licence by the Department of Fisheries & Oceans and has a current District of Ucluelet Business Licence.”
 - b. inserts “2. Commercial Fishing Vessels (CFVs) may sell their marine products provided the vessel has been issued a vendors licence by the Department of Fisheries & Oceans and has a current District of Ucluelet Business Licence.”
8. In SCHEDULE “A”, Council:
- a. deletes
“MONTHLY RESERVED BERTH
 For vessels approved for a Reserved Berth the following reservation fee is payable in advance of the reserved berth being made available.
 \$75.00 per month”
 in its entirety.
 - b. inserts
“RESERVED BERTH
 For vessels approved a Reserved Berth the following reservation fee is payable, in advance of the reserved berth being made available.
 \$450.00 for up to and including six (6) months.”

Severability

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

READ A FIRST TIME this ** day of February, 2016.

READ A SECOND TIME this ** day of February, 2016.

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

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

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Harbour Regulation Bylaw No. 1189, 2016.”

Mayor
Dianne St. Jacques

CAO
Andrew Yeates

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

CAO
Andrew Yeates